



# INLAND REGIONAL CENTER

*...valuing independence, inclusion and empowerment*

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September 12, 2022

To: Inland Regional Center (IRC) Service Coordinators

Subject: Directive Regarding Visitation to Clients Residing in the Family Home

Beginning October 1, 2022, Inland Regional Center (IRC) Service Coordinators (SC) can again do their Individual Program Plan (IPP) meetings and quarterly meetings in the family home. The following is a recommended guideline on how to schedule and conduct the in-person visits for all age ranges of clients, who are living in the family home:

All visits shall be announced via a scheduling call or email, where the SC and the parent and/or client will discuss the options for visitation. Although in-person visitation is again the standard, the parent/client must be given the option of using a remote platform (TEAMS, Zoom, Facetime, etc.) if they are not comfortable with an in-person meeting. The client must be visualized, if using a remote platform.

If a visit is scheduled, the Service Coordinator (SC) shall call at least the day prior to the meeting and discuss if anyone in the household is exhibiting signs or symptoms of Covid-19. If so, you can have the meeting via the remote platforms or reschedule for a later time. A follow up email shall be sent to the family and a Title 19 note entered.

If the parent or client want the SC to wear Personal Protective Equipment (PPE) to the visit, please contact your Program Manager for the specific PPE you will need for the visit. The SC can choose to wear PPE, if they are more comfortable with it. IRC has N-95 masks, face shields, gowns and gloves, for any visitation need.

Topics to discuss during the visit, if you have not already discussed and documented upon, include but are not limited to include:

1. All medical and financial records to be included in the client file.
2. The vaccination status to include the status of the series of boosters. Each client's vaccine information must be filled out in ATLAS. Ask the parent/client about vaccination status and pursue further questions on the topic if consumer has not been vaccinated (e.g., "could you share with me why you decided not to get the vaccine at this time?").

3. The status of the client's school or day program schedule.

Thank you to our IRC staff for your attention and desire to begin in person visitation with our IRC clients, living in the parental homes. In some cases, you may have to re-build these relationships, so be patient and understanding of the parental/client needs and requests.

Vince Toms  
IRC Director of Community Services