

**2013 PERFORMANCE CONTRACT ACTIVITIES**

**PUBLIC POLICY**

#	<i>MEASURE</i>	
1.	Number and percent of Regional Center caseloads in Developmental Centers.	
	<i>ACTIVITIES</i>	
	a.	Develop and implement the Community Placement Plan including plan for the closure of Lanterman Developmental Center.
	b.	Provide regular training to Service Providers to increase their skills to serve clients who are in danger of being placed into a Developmental Center.
#	<i>MEASURE</i>	
2.	Number and percent of minors residing with families.	
	<i>ACTIVITIES</i>	
	a.	Continue advocating for services and coordination with local mental health agencies.
	b.	Encourage parents/families to access community based social and recreational activities that are available in their local communities.
	c.	Provide training to parents on topics such as behavior intervention that increases their capabilities.
	d.	Provide training to parents on intervention options for clients diagnosed with autism.

#	<i>MEASURE</i>	
3.	Number and percent of adults residing in independent living.	
	<i>ACTIVITIES</i>	
	a.	Service Coordinators will discuss at the IPP meeting independent and supported living options and provide written materials describing these services.
	b.	Provide training to Service Coordinators, clients and family members regarding independent and supported living.
	c.	Advocate on the local and state level for affordable housing.
	d.	Continue to increase the number of independent living living vendors.
	e.	Service Coordinators will review all their clients' cases, particularly those residing in facilities with a capacity larger than six (6) beds, for possible referral to independent or supported living.
	f.	Provide information to clients, parents and staff regarding ILS.
#	<i>MEASURE</i>	
4.	Number and percent of adults residing in supported living.	
	<i>ACTIVITIES</i>	
	a.	Service Coordinators will discuss, at the time of the IPP meeting, independent and supported living options and provide written materials describing these services.
	b.	Provide training to Service Coordinators, clients and family members regarding independent and supported living.
	c.	Advocate on the local and state level for affordable housing
	d.	Continue to increase the number of supported living vendors.

#	<i>MEASURE (cont'd)</i>	
4.	Number and percent of adults residing in supported living.	
	<i>ACTIVITIES (cont'd)</i>	
	e.	Service Coordinators will review all their clients' cases, particularly those residing in facilities with a capacity larger than six (6) beds, for possible referral to independent or supported living.
	f.	Provide information to clients, parents and staff regarding SLS
#	<i>MEASURE</i>	
5.	Number and percent of adults residing in Adult Family Home Agency homes.	
	<i>ACTIVITIES</i>	
	a.	Discuss Adult Family Home Agencies as an option whenever living options are being reviewed with Service Coordinators, clients, and families.
	b.	Encourage current Adult Family Home Agencies to recruit family homes to meet the needs of clients with challenging behaviors and/or medical needs.
	c.	Service Coordinators will review all their clients' cases, particularly those residing in facilities with a capacity of more than six (6) beds, for referral to Adult Family Home Agency homes.
	d.	Provide training to Service Coordinators and family members on Adult Family Home Agency homes.

#	<i>MEASURE</i>	
6.	Number and percent of adults residing in family homes (home of parent or guardian).	
	<i>ACTIVITIES</i>	
	a.	Advocate for the increased use of In-Home Support Services (IHSS) for clients and families.
	b.	Assist families in securing SSI benefits as soon as possible when a client becomes an adult.
	c.	Continue advocating for services and coordination with local mental health agencies.
	d.	Encourage clients, parents, and families to access community based social and recreational activities that are available in their local communities.
	e.	Provide training to parents and families to increase their skills and knowledge related to developmental services.
	f.	Provide training to parents on resources for clients diagnosed with autism.
#	<i>MEASURE</i>	
7.	Number and percent of adults residing in home settings.	
	<i>ACTIVITIES</i>	
	a.	See Activities in #3, #4, #5 and #6.

#	<i>MEASURE</i>	
8.	Number and percent of minors living in facilities serving > 6.	
	<i>ACTIVITIES</i>	
	a.	Continue to work with large facilities to reduce their size.
	b.	Continue to utilize DDS' start-up funds, when available, to assist large facilities to convert to smaller facilities.
	c.	Do not develop new residential resources that serve more than six residents.
	d.	Service Coordinators will review cases of all minors living in facilities that serve more than six (6) for possible referral to facilities serving six (6) or less.
#	<i>MEASURE</i>	
9.	Number and percent of adults living in facilities serving > 6.	
	<i>ACTIVITIES</i>	
	a.	See Activities in #8 (a, b, c).
	b.	Service Coordinators will review cases of all adults residing in facilities that serve more than six (6) for possible referral to facilities serving six (6) or less.

#	<i>MEASURE</i>	
10.	Number and percent of adults with earned income and average wage (aggregate).	
	<i>ACTIVITIES</i>	
	a.	Advocate for improved public transportation, including the Los Angeles Paratransit System (ACCESS).
	b.	Collaborate with supported employment programs to encourage the continued securing of jobs for SG/PRC clients.
	c.	Collaborate with public schools to prepare students for work during transition planning.
	d.	Provide information and training to parents and clients regarding the benefits of work.
#	<i>MEASURE</i>	
11.	Number and percent of adults in supported employment.	
	<i>ACTIVITIES</i>	
	a.	See Activities in #10.
#	<i>MEASURE</i>	
12.	Number and percent of adults in competitive employment.	
	<i>ACTIVITIES</i>	
	a.	See Activities in #10.

#	<i>MEASURE</i>	
13.	Access to medical and dental services.	
	<i>ACTIVITIES</i>	
	a.	Expand the number of medical and dental resources available to serve people with developmental disabilities.
	b.	Continue to meet with L.A. Care and Health Net on continued development of medical services and the transition to managed care
	c.	Regional Center nurses will advocate with medical and dental providers to improve the quantity and quality of health services.
	d.	Training will be provided to clients, families, service providers, and Service Coordinators on health issues and the promotion of health.
	e.	The SG/PRC dental coordinator will provide consultation and resource information to service coordinators to assist families and clients.
	f.	Continue dental and medical services provided by Western University of Health Sciences
#	<i>MEASURE</i>	
14.	Number of consumers per thousand who are victims of abuse.	
	<i>ACTIVITIES</i>	
	a.	Review incidents of abuse at the Risk Management Committee and continue to develop strategies to reduce incidents.
	b.	Provide training to service providers on prevention of abuse.
	c.	Collaborate and advocate with the Los Angeles County Agencies responsible for child abuse and adult abuse.

## COMPLIANCE

#		<i>MEASURE</i>
1.	Unqualified independent audit with no material finding(s).	
	<i>ACTIVITIES</i>	
	a.	Implement generally accepted accounting principles.
	b.	Implement established internal control procedures.
	c.	Exercise good business practices.
#		<i>MEASURE</i>
2.	Substantial compliance with DDS fiscal audit.	
	<i>ACTIVITIES</i>	
	a.	Implement generally accepted accounting principles
	b.	Implement established internal control procedures.
	c.	Comply with the provisions of the state contract.
	d.	Exercise good business practices.
#		<i>MEASURE</i>
3.	Accuracy percent of POS fiscal projections.	
	<i>ACTIVITIES</i>	
	a.	Comply with current SOAR instructions and procedures.
	b.	Ensure accuracy of the base calculation.
	c.	Ensure accuracy of the growth calculation.
	d.	Regular monthly review of actual expenditures versus projections.
	e.	Allow for necessary adjustments for latest trends in expenditures.



#	<i>MEASURE</i>
4.	Operates within OPS budget.
<i>ACTIVITIES</i>	
a.	Develop budget plan upon receipt of the OPS budget to assure that SG/PRC operates within the OPS budget.
b.	Monitor OPS expenditures and adjust for latest trends.
#	<i>MEASURE</i>
5.	Certified to participate in Waiver.
<i>ACTIVITIES</i>	
a.	Service Coordinators and Managers of Client Services will continue to receive training on the Medicaid Waiver requirements.
b.	Client records will be reviewed thoroughly by Managers of Client Services and Medicaid Waiver staff to assure that requirements are met.
c.	Review Medicaid Waiver monitoring reports and continue to implement plans to assure that recommendations are met.
#	<i>MEASURE</i>
6.	Compliance with Vendor Audit Requirements per contract, Article III, Section 10.
<i>ACTIVITIES</i>	
a.	Develop annual audit plan. Perform the number of audits required of the plan.
b.	Implement audit protocols.
c.	Provide training to Fiscal Monitors to stay abreast of current regulations.
d.	Ensure current reporting to DDS of audits performed.

#	<i>MEASURE</i>
7.	CDER/ESR Currency
	<i>ACTIVITIES</i>
a.	CDER and ESR training will continue to be provided to staff.
b.	Managers of Client Services will monitor CDERs and ESRs completions as part of annual reviews.
c.	Reports will be provided to Service Coordinators and Managers of Client Services regarding timeliness of CDERs and ESRs.
#	<i>MEASURE</i>
8.	Intake / Assessment and IFSP timelines (0-3).
	<i>ACTIVITIES</i>
a.	Training will continue to be provided to staff regarding the requirements to meet timelines.
b.	Timelines will be reviewed by Managers of Client Services when signing IFSPs.
#	<i>MEASURE</i>
9.	Intake / Assessment timelines for consumers age 3 and above.
	<i>ACTIVITIES</i>
a.	Training will continue to be provided to staff regarding the requirements to meet timelines.
b.	The Manager of Intake will continue to monitor timelines.

#	<i>MEASURE</i>
10.	IPP Development (WIC requirements).
<i>ACTIVITIES</i>	
a.	Training will continue to be provided to Service Coordinators on IPP development and legislative changes to the Lanterman Act.
b.	Information will be provided to clients, parents, and service providers on IPP development and changes to the Lanterman Act.
#	<i>MEASURE</i>
11.	IFSP Development (Title 17 requirements).
<i>ACTIVITIES</i>	
a.	Training will continue to be provided to Service Coordinators on IFSP development.
b.	Information will be provided to clients, parents, and service providers on IFSP development.

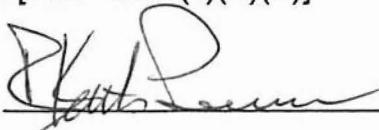
## STATEMENT OF ASSURANCES

This is to assure that SAN GABRIEL | POMONA REGIONAL CENTER'S Year 2013 Performance Contract was developed in accordance with the requirements specified in Welfare and Institutions Code section 4629 and the Department of Developmental Services' (DDS) Year 2013 Performance Contract Guidelines.

The performance contract was developed through a public process which included:

- Providing information, in an understandable form, to the community about regional center services and supports, including budget information and baseline data on services and supports and the regional center operations [WIC 4629 (c)(B)(i)]
- Holding at least one public meeting to solicit input on performance objectives and using focus groups or surveys to collect information from the community [WIC 4629 (c)(B)(ii)]
- Providing at least 10 calendar days advance public notice of the date(s) of the public meeting (DDS Guidelines)
- Circulating a draft to the community of the performance contract plan relative to the public policy and compliance outcomes identified in the DDS Performance Contract Guidelines, and any locally developed policy outcomes prior to presenting the contract to the regional center board for action [WIC 4629 (c)(B)(iii)]
- Providing an opportunity for additional public input and consideration of that input at the regional center board meeting prior to board action on the proposed performance contract [WIC 4629 (c)(B)(iii)]

Signature of RC Director:



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Date:

10-30-2012