

**REGIONAL CENTER OF THE EAST BAY  
PURCHASE OF SERVICE POLICY**

**SUPPLEMENTAL PROGRAM SUPPORT  
(ADDITIONAL STAFF FUNDING)**

RCEB Board Approved March 2018

DDS Approved August 2018

**PHILOSOPHY**

Supplemental program support or additional staff person funding provides individuals with either temporary support and assistance or ongoing support to ensure the health and safety of the individual or those around them at their residential, day program, day care, or out of home respite when the individual's needs exceed the program's ability to meet them with required staffing. The need for additional support may be due to a change in an individual's behavioral needs or health needs.

**SERVICE DEFINITION**

Supplemental services may be purchased to support individuals with behaviors that jeopardize an individual's residential placement/program or present a danger to health and safety of the individual or those around them. Supplemental program support services may be purchased to support individuals with temporary health needs or increased care needs.

This service should be individualized, be based on the individual's needs identified through an assessment process, and reviewed with the planning team. The appropriateness of an individual's residence or program should be considered when being assessed for additional staff support. The individual's planning team may need to explore resources or alternative settings that better meet the individual's needs. Regional Center will provide assistance and funding for services that are appropriate, given the abilities and needs of the individual, and that provide the least restrictive environment available.

**BOARD POLICY**

RCEB may provide additional staff person funding in the event that the staffing ratio of the vendor does not meet the assessed need of the individual being served and enables the individual be in the least restrictive setting. Such needs include, but are not limited to:

- The individual is living at residential facility and not attending a day program
- The individual is living at a residential care facility where the current staff to consumer ratio is not adequate to meet the individual's physical care needs
- The individual has severe behaviors including, but not limited to AWOL, aggression, self-injurious behavior and PICA and needs constant supervision to ensure their health and safety

- The individual needs to adjust to a new environment and cannot, unless given additional support, adjust to the change without extreme reactions/risks
- The individual has experienced health changes and is not able or willing to relocate to another program temporarily

All supplemental program support services should be person centered, time limited, and require a separate vendorization. There must be evidence that the current service does not meet the needs of the person without this support. There will be ongoing, periodic review of the individual's needs and continuation of this service by the planning team. Additionally, a fading plan must be developed and reviewed by the planning team as appropriate to the individual's needs.

### **AUTHORITY**

California Welfare and Institutions Code, Article 2, section 4648 (3) (A).