

DEPARTMENT OF DEVELOPMENTAL SERVICES  
**TAILORED DAY SERVICES**  
**VENDORIZATION/PROGRAM DESIGN ADDENDUM**

REGIONAL CENTER VENDORED DAY PROGRAM, LOOK-ALIKE DAY PROGRAM, SUPPORTED EMPLOYMENT PROGRAM, OR WORK ACTIVITY PROGRAM PROVIDERS SHALL COMPLETE AND SUBMIT THIS FORM TO THE REGIONAL CENTER TO INITIATE THE PROVISION OF TAILORED DAY SERVICES PRIOR TO SUBMITTING CLAIMS FOR REIMBURSEMENT.

NAME OF PROVIDER: \_\_\_\_\_

VENDOR # \_\_\_\_\_ SERVICE CODE: \_\_\_\_\_ SUBCODE: TDS  
*(use back side of form for additional vendor #s and service codes)*

Tailored Day Services (TDS) will provide opportunities for participants to choose and customize day services to meet their individualized needs; have opportunities to further the development and support of employment and volunteer activities; direct their services; pursue postsecondary education; establish and support paid internship program opportunities; and increase their ability to lead integrated and inclusive lives.

TDS for each participant shall include an individualized service design, as determined through the individual program plan (IPP) and developed through a person-centered planning process that reflects and maximizes individual preferences and goals, and is approved by the regional center. This service design may include, but may not be limited to, the following:

- a) Fewer days or hours than in the program's approved program design.
- b) Flexibility in the duration, location, including by remote electronic communications, and intensity of services to meet the participant's individualized needs.
- c) Prioritizing the development or support of competitive integrated employment, volunteer activities, or pursuit of postsecondary education; establishing and supporting paid internship program opportunities; maximizing participant direction of the service; and increasing the participant's ability to lead an integrated and inclusive life.

TDS shall not be delivered on the same day as any other regional center vendored day program, look-alike day program, supported employment program, or work activity program unless all of the following apply:

- a) A participant has a plan identified in their IPP for transitioning from a work activity program to competitive integrated employment, paid internship, or postsecondary education.
- b) The transition plan is developed through a person-centered planning process that reflects and maximizes individual preferences and goals.
- c) The duration of the delivery of TDS on the same day or days as a work activity program or supported employment services is no longer than six months.

The total monthly hours of TDS for each participant shall not exceed the number of days in the month TDS are authorized, multiplied by four.

HOURLY RATE: \_\_\_\_\_

SIGNED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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