

**REGIONAL CENTER OF THE EAST BAY  
PURCHASE OF SERVICE POLICY #3418**

**Date Approved: 3/04**

**RESIDENTIAL SERVICES FOR ADULTS**

**PHILOSOPHY**

There are many living options for adults who have a Developmental Disability. Regional Center of the East Bay will assist the consumer and their family in finding a living option that is best suited to meet the consumer's needs. When a licensed living option is chosen by the consumer and family, every effort will be made to locate homes that are in the desired geographic location, are typical family homes and offer the type of services best suited to meet the individual consumer needs. Licensed homes shall provide services and supports that maximize consumer growth, self-sufficiency and independence.

**SERVICE DEFINITION**

Community Care Facilities (CCF) are licensed through the California State Department of Social Services, Community Care Licensing. These homes provide different levels of care and supervision. These homes are usually paid for through a combination of Social Security and/or Supplemental Security Income and RCEB supplemental funding. For a description of each level of home see Title 17 California Code of Regulations Article 3 Section 56013.

ICF/DDH, ICF/DDN and SNF's are licensed by the California State Department of Health Services, Licensing and Certification Branch, are medically focused and are funded through Medi-Cal.

**BOARD POLICY**

RCEB will explain all living options to the consumer and Planning Team. Careful assessment of consumer need shall be documented in the Individual Program Plan before the level of care is determined. Where possible, the consumer and family should visit the homes before making a decision. To ensure that both the consumer and care provider have an opportunity to give careful consideration in such a significant life decision, RCEB may purchase up to three (3) days for a pre-placement visit.

RCEB will make every effort to locate homes that shall provide services and supports that maximize consumer growth, self-sufficiency and independence. Where possible the home should be located in the area of the consumer and family's choice and be similar to a typical family home. Where there are choices of homes the consumer and family will make the final decision in choosing a home.

All federal and other sources of income (SSA and SSI) shall be utilized before RCEB funding. (W&I 4683)

## **SERVICE COORDINATION GUIDELINES**

Case Managers should use the Community service Residential Placement Checklist for Adults as a guide when facilitating placement.

Prior to the placement the following should occur:

1. The Planning Team meets and the IPP identifies the consumer's needs for care, support and supervision.
2. The case manager ensures that all documentation is updated (CDER, Annual Review, etc.) and that medical information is current.
3. If there are significant behavioral challenges and a Level 4 placement is being considered, consultation with the RCEB Behaviorist must be completed. If there are medical or health concerns and/or an ICF/DDN is being considered, an assessment by the RCEB nurse must be forwarded to the Placement Coordinator.
4. The ACLA (Alternative Community Living Arrangement Assessment/Referral Form and the MEOIC (Measurements and Evaluation of Individual Consumers) should be completed by the case manager. These, along with current documentation, assessments and evaluations (referral packet) should be forwarded to the Placement Coordinator.
5. The case manager follows up with the Placement Coordinator regarding placement options. Upon receiving names of potential residential providers, the case manager forwards referral packets to the providers and informs the consumer and family of appropriate options. At the same time the case manager will be exploring program options near the prospective home.

Once a residential option has been identified the following should be completed:

1. A move date is agreed upon and arrangements for the actual move are made.
2. Case manager completes a POS for the new placement and if applicable cancels any previous residential POS.
3. Within 5 days of move-in the Admission Agreement (including the Dangerous Propensities form) is completed with the service provider, consumer and family.
4. The case manager updates the Face Sheet.

5. Within 30 days of placement, the Planning Team develops a new IPP.

**AUTHORITY**

California Welfare and Institutions Code Section 4512 (b). Title 17 California Code of Regulations Article 3 Section 56013.