

TRANSPORTATION POLICY

I. **Purpose:** It is the intent of San Andreas Regional Center that individuals are afforded opportunities to travel safely and as independently as possible to and from their primary service program. San Andreas encourages the development and use of natural supports and generic services to facilitate transportation of individuals to and from their primary service program whenever possible. The degree to which natural supports and generic services can be expected to meet the transportation needs of the individual will vary depending upon the age and ability of the individual as well as the availability of such supports. In those cases where such supports are not available or appropriate, San Andreas Regional Center shall purchase transportation by the most cost-effective means available, in compliance with all state and federal laws, regulations, and court decisions.

II. **Definitions:**

- **Consumer, individual, and person served are used interchangeably in regional center policy and the Lanterman Developmental Disabilities Services Act, and mean a person who has been found eligible and receives services from the regional center.**
- *Transportation* is the provision of a means of travel from one location to another.
- *Transportation Services* means the conveyance of an individual including boarding and exiting the vehicle.
- *Generic Agency (Transportation)* means any agency which has a legal responsibility to serve members of the general public and which is receiving public funds for providing services.
- *Natural Supports* means personal associations and relationships typically developed in the community that enhance the quality and security of life for people, including, but not limited to, family relationships, friendships reflecting the diversity of the neighborhood and the community, associations with fellow students or employees in regular classrooms and work places, and associations developed through participation in clubs, organizations, and other civic activities.

- *Natural Environment* means places and social contexts commonly used by individuals without developmental disabilities.

III. **Policy:**

A. Children

Transportation to and from after-school programs is the responsibility of parents and primary care providers.

San Andreas will secure services that are in the natural environment, however transportation (and related costs) may be funded by San Andreas Regional Center for children up to age three attending San Andreas-vendored, center-based early intervention programs.

Transportation to and from preschool and school programs is the responsibility of the school system.

B. Adults

When an adult individual requires transportation to and from his/her primary service program, the planning team and the individual or authorized individual representative shall assess the individual's potential to benefit from mobility training. If it is determined the individual will benefit from mobility training, San Andreas Regional Center will fund that service. The result of the training will be evaluated at intervals. If it is determined that additional training is necessary, those hours, as identified by the planning team, will be funded by San Andreas or a generic agency.

If it is determined the individual cannot benefit from mobility training and or there is no generic transportation option San Andreas will fund transportation under the conditions stated in the Purchase of Service Standard.

IV. **Purchase of Service Standard:**

A. Children

San Andreas Regional Center shall fund transportation services for a minor child living in the family residence, only if the family of the child provides sufficient written documentation to the regional center to demonstrate that it is unable to provide transportation for the child.

The amount and type of transportation service purchased shall be determined by the planning team based on:

- The safest most cost-effective method of transportation,
- Natural supports,
- Family circumstances, such as the needs of other children in the home, and parent commitments.

San Andreas Regional Center shall fund transportation, when required, from the individual's residence to the lowest-cost vendor that provides the service that meets the individual's needs, as set forth in the individual's IPP or IFSP.

B. Adults

Purchase of transportation services for an adult individual's to and from their primary service program may be approved only:

- If the individual has a medical, physical or behavioral condition which makes public transportation inappropriate,
- If the mobility training assessment concludes that the individual's safety would be jeopardized traveling independently on public transportation,
- When the individual is awaiting mobility training,
- If no other appropriate alternate transportation is available.

- V. **Exception Process:** The executive director has full discretion to authorize purchases of service which are exceptions to the board-adopted purchase of service policies and standards. The executive director has designated certain individuals within the regional center who are authorized to grant an exception in the executive director's stead; these individuals are referred to as director's designees.

The first formal discussion of a request for service takes place at the planning team meeting. If the request falls within the service policy, the request is granted.

If the request for service is not consistent with the policy, the service coordinator starts the exception review process by exploring the basis for the request. A time line for the director's exception review is set by agreement between the individual/family and the service coordinator but the time line may not exceed fifteen (15) days. Within that time, another planning team meeting will be convened. In the meantime the coordinator presents the information to the manager to determine whether a director's exception may be warranted. At the scheduled planning team meeting the decision will be made. The director's designee will attend the planning team meeting if necessary. If the exception is granted, the service coordinator amends the person-centered individual program plan, notifies the individual/family, and gives a copy of the amended plan to the individual/family.

- VI. **Notice of Action:** If the exception is not granted, the service coordinator promptly informs the individual/family that it has not been granted, informs the individual /family of their appeal rights, and sends a notice of action and a fair hearing form.

If a decision is made to deny, reduce, or cancel the service without the agreement of the individual or the individual's representative, a Notice of Action will be sent.

DDS Approved January 22, 2018
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