



**SAN ANDREAS REGIONAL CENTER**  
**6203 San Ignacio Ave, Ste. 200**  
**San Jose, CA 95119**

**TO:** All Potential Request for Proposal Respondents  
**FROM:** Mia Garza, Associate Director of Community Services  
Gina Jennings, CRDP Specialist  
**DATE:** November 25, 2024 **(Repost)**

**RE:** Enhanced Behavioral Support Home for individuals involved with the judicial system due to inappropriate social or sexual offenses.  
(Residential Care Provider) - **Request for Proposal SARC 2425-1**

**Program Type:** Enhanced Behavioral Supports Home (EBSH)

**Population Served:** Four adults with judicial system involvement due to inappropriate social or sexual offenses.

**Geographic Locations:** Royal Oaks, CA; Monterey, CA

**Contract Funding:** Up to \$250,000 for startup costs

### **About San Andreas Regional Center (SARC)**

San Andreas Regional Center (SARC) is a community-based nonprofit serving Monterey, San Benito, Santa Clara, and Santa Cruz Counties. As one of California's 21 Regional Centers, SARC is funded by the State of California under the Lanterman Developmental Disabilities Act of 1969. This legislation guarantees individuals with developmental disabilities and their families access to necessary services and supports, promoting their ability to live independently.

## **Service Description**

SARC is seeking a qualified provider to establish an Enhanced Behavioral Support Home (EBSH) for four adults with a history of inappropriate social or sexual offenses. These individuals require 24-hour specialized care in a home setting due to their unique needs.

In addition to other applicable regulations, the EBSH must comply with Title 17 Subchapter 24 regulations and will require additional staffing, consultation, and advanced techniques to manage the challenging behaviors and support needs of these residents. This home will serve individuals who may have previously been in long-term institutional settings and need specialized care. Behavioral concerns may include inappropriate sexual behaviors, social behaviors, aggression, property destruction, elopement, and gang affiliation, among others. Co-occurring mental health diagnoses are also expected.

The service provider must deliver comprehensive:

- Person-centered services
- Positive behavioral interventions tailored to the population
- Trauma-informed care
- Risk assessments
- Recidivism assessments

Providers must contract with or employ a Qualified Behavioral Management Professional (QBMP) to design and implement behavioral treatment. All direct service staff must become Registered Behavior Technicians (RBTs), maintain certification, and complete foundational training through reputable organizations.

The provider must obtain a license from the California Department of Social Services Community Care Licensing Division and adhere to all relevant statutes and regulations associated with licensure.

The home will accommodate individuals aged 21 and older. The property is owned by a Non-Profit Housing Organization (NPO), and the selected provider will lease the property from the NPO and pursue home licensure through Community Care Licensing.

## **Provider Qualifications**

Qualified providers must demonstrate:

- Experience supporting individuals with developmental disabilities (I/DD), particularly those with inappropriate sexual and social behaviors

- Experience with individuals with I/DD and co-occurring mental health diagnoses
- Capability to manage severe challenging behaviors, including aggression
- Proven track record in providing 24/7 care and operating Level 4 Adult Residential Facilities, EBSHs, or Community Crisis Homes (CCHs)
- Experience collaborating with social service agencies and resources
- Experience working with individuals with I/DD in crisis, those incarcerated, or at risk of incarceration
- Expertise in coordinating services for individuals with I/DD, including family support, behavioral support, and interaction with the criminal justice system
- Proficiency in mental health services for individuals at risk of sexual violence
- Providers must be able Ability to collaborate effectively with multi-agency, interdisciplinary teams, including regional centers, former caretakers, law enforcement, and judicial systems.

### **Preferred Provider Experience**

- Familiarity with EBSH/CCH startup processes
- Knowledge of Title 17 (Subchapter 24) and Title 22 implementation
- Experience with CRDP startup processes
- Expertise in program design and budget development
- Previous experience working with individuals involved with the judicial system due to inappropriate social or sexual offenses
- Demonstrated ability to work with multi-disciplinary teams and regulatory bodies

### **Equity & Diversity Requirements**

Proposals must include:

- A plan for serving culturally and linguistically diverse populations
- Examples of past commitment to addressing the needs of diverse populations
- Any additional relevant information on equity and diversity

**Note:** Board members and employees of regional centers are not eligible to submit proposals. Refer to Title 17 regulations, Section 54314, for a complete list of ineligible applicants.

For detailed proposal requirements, submission timelines, evaluation criteria, and selection schedules, please refer to the Request for Proposal and Submission Guidelines.

**San Andreas RFP Service Description**  
**Request for Proposal and Submission Guidelines - Fiscal Year 2024-2025**

**RFP Orientation:** Provided upon request via email [gjennings@sarc.org](mailto:gjennings@sarc.org) to schedule before **December 20, 2024.**

**Proposal Requirements**

1. Appendix A – Proposal Title Page
2. Appendix B – Financial Statement
3. Appendix C – Statement of Obligations
5. Appendix D – Resumes, Statement of Qualifications, and References. Please include:
  1. Evidence that the applicant possesses the organizational skills, education, and experience necessary to complete a project of this scope.
  2. List of professional references with name, address, and phone number of at least one person/agency to verify fiscal stability and at least one person/agency to verify program/administrative experience.
  3. Statement with evidence of ability to work interactively and cooperatively with San Andreas and the diverse population of families within the San Andreas catchment area. Statement outlining the ability to work within the scope of Title 17 regulations governing vendorization and SARC policies and procedures.
6. Appendix E1 – Projected/Proposed DS 6023 Estimated Cost Worksheet for the monthly EBSH facility rate.
7. Appendix E2 Projected/Proposed DS 6024 Estimated Cost Worksheet for a person receiving monthly services who requires enhanced services based on the need for dementia and memory loss care in an EBSH.
8. Appendix F – Proposed Milestones for Start-Up Funds
9. Appendix G – Proposal Narrative Program Plan Summary for EBSH services for those involved with the judicial system due to inappropriate social or sexual offenses.

**Contract Requirements**

The selected Service provider must enter into a contract by **June 30, 2025**, to access start-up funding. The contract execution goal is **March 1, 2025.**

**Estimated Service Duration**

Start-Up will begin on **April 1, 2025.**

Direct services are expected to begin by **June 30, 2025.**

**Assumptions and Agreements**

Proposals will not be returned to the submitter. **SARC reserves the right to dismiss any submission if it does not meet the criteria established in this RFP.**

**Submission Information**

Proposals must be **emailed** to [gjennings@sarc.org](mailto:gjennings@sarc.org) by **5 pm on January 15, 2025.** Submissions must be on time. Late submissions will not be accepted.

Please use readable font in 12 point.

**Contact Persons For Additional Information or Clarification**

Gina Jennings - [gjennings@sarc.org](mailto:gjennings@sarc.org)  
Mia Garza - [mgarza@sarc.org](mailto:mgarza@sarc.org)

**The Basis for Award of Contract**

Criteria	Percentage	Score
Agency Experience and Background (including Appendix C - Statement of Obligations & Appendix E - Resumes, Qualifications, References)	20%	
Fiscal Responsibility (including Appendix B- Financial Statement)	20%	
Budgets (including Appendix E1 and E2 DS 6023/DS 6024)	20%	
Proposal Narrative (including Appendix F - Program Summary)	20%	
Interview	20%	

**Anticipated Selection Schedule**

1. Proposals are due to San Andreas via email by 5:00 pm on **January 15, 2025.**
2. Initial review period: **January 16, 2025-January 20, 2025.**
3. Announcement of those proposals moving to the interview phase: No later than **January 22, 2025.**
4. RFP Review Committee interview (held via the virtual Zoom platform): **January 30, 2025**, between 1 pm and 5 pm.
5. Notification of selected service provider on or before: **February 1, 2025.**
6. Contract fully executed: **March 1, 2025.**
7. The anticipated date start-up service will begin: **April 1, 2025.**

*Note: Applicants responding to this RFP who are currently vendored providers for San Andreas or any other regional center **must have services in good standing**. Providers with Substantial Inadequacies (SI's) or Type A deficiencies with Community Care Licensing in the past 24 months shall provide a written description of the SI(s) and/or Type A deficiencies and all corrections made. Applicants must also disclose any past, present, or pending licensure revocations, probation, or denials, including but not limited to CCL, Public Health Licensing, or any agency providing services to people with disabilities, children, or older adults.*

## Appendix A

### TITLE PAGE

#### Request for Proposal - Fiscal Year 2024/2025

TO: Selection Committee

Please place a copy of Attachment B on the top of the original and each of the (insert number here) copies.

San Andreas Regional Center  
6203 San Ignacio Ave, Ste.200  
San Jose, CA. 95119  
ATTENTION: Gina Jennings, CRDP Specialist

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Program Title (Please Print)

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Name of Individual or Organization Submitting Proposal (Please Print)

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Address of Individual or Organization Submitting Proposal (Please Print)

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Signature of Person Authorized to Bind Organization

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Contact Person for Project (Please Print)

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Telephone Number of Contact Person

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Fax Number of Contact Person

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Email Address of Contact Person

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Name of Parent Corporations (If Applicable) (Please Print)

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Applicant or Organization Contact Person:

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Author of Proposal if Different from Individual Submitting Proposal

## Appendix B

### FINANCIAL STATEMENT

FINANCIAL STATEMENT		
All respondents must complete this statement for last complete fiscal year <u>and</u> current fiscal year to date.		
<b>CURRENT ASSETS</b>	<b>Last FY</b>	<b>Current FY</b>
Cash in Bank		
Accounts Receivable		
Notes Receivable		
Equipment / Vehicles		
Inventory		
Deposits/ Prepaid Expenses		
Life Insurance ( Cash Value)		
Investment Securities		
<b>TOTAL CURRENT ASSETS =</b>		
<b>FIXED ASSETS</b>		
Buildings and /or Structures		
Long Term Investments		
Potential Judgements and Liens		
<b>TOTAL FIXED ASSETS =</b>		
<b>TOTAL CURRENT AND FIXED ASSETS =</b>		
<b>CURRENT LIABILITIES</b>		
Accounts Payable		
Notes Payable		
Taxes Payable		
<b>TOTAL CURRENT LIABILITIES =</b>		
<b>LONG TERM LIABILITIES</b>		
Notes / Contracts		
Real Estate Mortgages		
<b>TOTAL LONG TERM LIABILITIES =</b>		
<b>TOTAL CURRENT AND LONG TERM LIABILITIES =</b>		
<b>Equity =</b>		
<b>TOTAL LIABILITIES AND EQUITY =</b>		
<b>OTHER INCOME - Revenue from other Sources</b>		
(Specify)		
<b>LINE OF CREDIT</b>		
Amount Available		



## Appendix C

### STATEMENT OF OBLIGATIONS

All applicants must complete this statement.

- A. 1. Is the applicant currently providing services to people with developmental disabilities?

No       Yes

If **Yes**, indicate the following:

Name: \_\_\_\_\_

Location: \_\_\_\_\_

Type of Service \_\_\_\_\_

Capacity \_\_\_\_\_

2. Is the applicant currently providing related services to people other than those with developmental disabilities

No       Yes

If **Yes**, indicate the following:

Name: \_\_\_\_\_

Location: \_\_\_\_\_

Type of Service \_\_\_\_\_

Capacity \_\_\_\_\_

- B. 1. Is the applicant currently receiving grant(s)/funds from any source to develop services for people with developmental disabilities?

No       Yes

If **Yes**, indicate the following:

Funding Source \_\_\_\_\_

Scope of Grant Project \_\_\_\_\_

2. Is the applicant currently applying for grant(s)/funds from any source to develop services for Fiscal Year 2020 – 2021?

No       Yes

If **Yes**, indicate the following:

Funding Source \_\_\_\_\_

Scope of Grant Project \_\_\_\_\_

- C. Is the applicant planning to expand existing services (through a Letter of Intent and with or without grant funds) from a source other than San Andreas Regional Center during

Fiscal Year 2020 – 2021?

No

Yes

If **Yes**, provide details:

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D.

Describe other professional /  
business obligations. Include the  
following:

Name: \_\_\_\_\_  
Location: \_\_\_\_\_  
Type of Service \_\_\_\_\_  
Capacity \_\_\_\_\_

E. Has the applicant, or any member of the applicant's organization, received a Corrective Action Plan (CAP), Sanction, a Notice of Immediate Danger, an A or B Citations or any other citation from a Regional Center or state licensing agency?

No  Yes

If **Yes**, explain in detail:

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F. Has the applicant, or any member or staff of the applicant's organization, ever received a citation from any agency for abuse?

No  Yes

If **Yes**, explain in detail:

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\_\_\_\_\_  
Signature of Applicant or Authorized Representative:

\_\_\_\_\_  
Date

## Appendix D

### **Statement of Qualifications/Resumes/References Request for Proposal - Fiscal Year 2024/2025** (Submit full resumes and reference list as attachments here.)

## Appendix E1 and E2 - Proposed DS 6023

Link to DS 6023

<https://www.dds.ca.gov/wp-content/uploads/2019/05/DS6023.pdf>

Link to DS 6024

[https://www.dds.ca.gov/wp-content/uploads/2021/06/DS6024\\_rev.pdf](https://www.dds.ca.gov/wp-content/uploads/2021/06/DS6024_rev.pdf)

*Once completed, please insert pdf into the proposal package.*

## Appendix F

### Proposed Milestones for Start-Up Funds

	Description of Task/Milestone	Task Completion Date (Projected)	Amount of Payment Earned Upon Completion of Task
1.			
2.			
3.			
4.			
5.			

## Appendix G

### **Proposal Narrative Program Plan Summary for EBSH services for individuals involved with the judicial system due to inappropriate social or sexual offenses.**

*The guidelines for certification of EBSH are provided below to show a framework of what will be included in a complete Program Design. It has been included for reference when developing the Proposal Narrative/Program Plan summary, which should be at most 20 pages. Please note that it is essential to describe how services to for four adults living who have been involved with the judicial system due to inappropriate social or sexual offenses. A complete program design is not required at this proposal stage.*

#### **DDS GUIDELINES FOR CERTIFICATION OF ENHANCED BEHAVIORAL SUPPORTS HOMES PART I: FACILITY PROGRAM PLAN REVIEW**

<b>FACILITY NAME:</b>	<b>Telephone:</b>
<b>FACILITY ADDRESS:</b>	<b>Alternate telephone:</b>
<b>FACILITY CONTACT:</b>	<b>E-mail:</b>
<b>FACILITY ADMINISTRATOR:</b>	<b>Fax:</b>
<b>FACILITY QBMP:</b>	<b>Delayed Egress: _____</b> <b>Secured Perimeter: _____</b>
<b>Gender: M ____ F ____ Both ____</b>	<b>Capacity:</b> <b># of Non-Amb Beds:</b>
<b>Regional Center:</b>	<b>RC Email:</b>
<b>RC Contact:</b>	<b>RC Phone:</b>

**INSTRUCTIONS:** Indicate the page number in the facility program plan or document where the requirements listed below may be found. If the facility proposes to use delayed egress and secured perimeter, complete that corresponding checklist too.

PAGE NUMBER	REQUIREMENTS	FOR DDS USE ONLY		
		MET	NOT MET	COMMENTS
<b>I. PROGRAM PLAN APPROVAL</b>				
	Title 17 Section 59053(b) Regional center's recommendation to approve/certify the facility program plan is included.			
<b>II. GENERAL REQUIREMENTS</b>				
	Title 17 Section 59050 EBSH terminology is used throughout the program plan, such as Qualified Behavior Modification Professional (QBMP), Individual Behavior Supports Team (IBST), and Individual Behavior Supports Plan (IBSP).			
	Title 17 Section 59051(c) Documentation is provided that the facility has an operable automatic fire sprinkler system.			
	Title 17 Section 59051(d) There is evidence that each consumer will have a private bedroom. <i>(attach facility floor plan)</i>			
	Title 17 Sections 59051(e) and 59060(b) Verification is provided that the applicant and administrator attended Residential Services Orientation, as applicable.			
<b>III. PROGRAM PLAN REQUIREMENTS</b>				
<b>Pursuant to Title 17 Section 59052 and Section 4684.1 of the Welfare and Institutions Code, the Facility Program Plan shall include the following:</b>				
	Number of consumers to be served			
	Consumer admission criteria and procedures <i>(include policies and procedures on the admission process, including how the provisions of H&amp;S Code 1180.4 will be met.)</i>			
	A description of how the facility will ensure appropriate services and supports are provided at the time of admission to meet the consumer's immediate needs pending development of the Individual Behavior Supports Plan <i>(include details of the assessments completed, support provided, staff training, etc.)</i>			
	An organizational chart for the staff in the facility and, if applicable, for the organization			
	A description of consumer services to be provided <i>(emphasis on the positive behavioral supports, proactive strategies, and enhanced services to be provided by the facility)</i>			



PAGE NUMBER	REQUIREMENTS	FOR DDS USE ONLY		
		MET	NOT MET	COMMENTS
	<p>A description of how the licensee will ensure all direct care staff and consultants are competent to perform their assigned duties, including but not limited to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Description of the consultant disciplines, qualifications, and hours to be utilized</li> <li><input type="checkbox"/> Description of staff qualifications and a duty statement for each staff position <i>(include policies and procedures on how staff competency is ensured and maintained)</i></li> <li><input type="checkbox"/> Description of staffing patterns and sample staff schedule <i>(include policies and procedures on ensuring overnight staff are awake, administrator notification if they are not, and consumers are safe)</i></li> <li><input type="checkbox"/> Staff training plan <i>(include policies and procedures on how staff are trained to implement positive behavior supports and crisis interventions, additional training as required by DDS Guidelines)</i></li> </ul>			
	<p>A description of the facility's emergency procedures, including but not limited to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The facility's emergency evacuation procedures, including procedures for evacuation when delayed egress and secured perimeters are in use</li> <li><input type="checkbox"/> The type, location, and response time of emergency medical services</li> <li><input type="checkbox"/> Description of how regularly scheduled fire and earthquake drills will be conducted on a schedule of no less than every three months, with the drills conducted on alternating work shifts so that drills are conducted during the day and evening hours</li> <li><input type="checkbox"/> Emergency Intervention Plan as required by Title 22, Section 85122(ARF) or 84322 (GH) of the California Code of Regulations</li> <li><input type="checkbox"/> Policies and procedures on the use of restraint or containment based on the guidelines developed by the Department per Section 4684.81(i)(1) of the W&amp;I Code, and how the facility will ensure restraint or containment are not used as extended procedures. <i>(include statement that DDS Guidelines are part of the program plan)</i></li> </ul>			
	<p>An explanation of how the facility will ensure the protection of consumers' personal rights, including those specified in Sections 50500-50550 <i>(include narrative or policies and procedures of how rights are explained to consumers and</i></p>			

PAGE NUMBER	REQUIREMENTS	FOR DDS USE ONLY		
		MET	NOT MET	COMMENTS
	<i>facility practices to protect consumer rights, including reporting provisions of rights violations and suspected abuse)</i> <ul style="list-style-type: none"> <li><input type="checkbox"/> House rules</li> <li><input type="checkbox"/> Rights review acknowledgement form</li> </ul>			
	Methodology used to measure consumer progress, including: <ul style="list-style-type: none"> <li><input type="checkbox"/> Types of data collected, including use of emergency interventions</li> <li><input type="checkbox"/> Data collection system (<i>include copies of data collection tools</i>)</li> <li><input type="checkbox"/> Frequency of data collection</li> <li><input type="checkbox"/> Methods and intervals for summarizing data and reporting on progress (<i>include sample format(s) of progress reports</i>)</li> <li><input type="checkbox"/> Process to ensure IBSP is provided to regional center and clients' rights advocate</li> </ul> <i>(include policies and procedures addressing how staff is trained and monitored to collect data in a consistent manner)</i>			
	Consumer exit criteria ( <i>include description or policies and procedures on the exit process</i> )			
	A narrative description of the proposed facility, including size, layout, facility grounds, and location			
	A description of the facility's Continuous Quality Improvement System, including but not limited to how: <ul style="list-style-type: none"> <li><input type="checkbox"/> Consumers will be supported to make choices</li> <li><input type="checkbox"/> Consumers will be supported to exercise rights</li> <li><input type="checkbox"/> Changing needs of consumers will be addressed, including community integration</li> <li><input type="checkbox"/> Consumers receive prompt and appropriate routine and specialized medical services</li> <li><input type="checkbox"/> Individual risk is managed and mitigated</li> <li><input type="checkbox"/> Medication is safely managed</li> <li><input type="checkbox"/> Staff turnover is mitigated</li> </ul> <i>(include section with a narrative of the Continuous Quality Improvement System, including assessment tools to be utilized, and designee responsible for oversight)</i>			
	Identification and explanation of the use of delayed egress or delayed egress with secured perimeter, if applicable ( <i>include policies and procedures on their use, and submit the completed secured perimeter checklist if applicable</i> )			
	The program plan is dated and signed by the applicant			
<b>IV. REGIONAL CENTER REQUIREMENTS</b>				
<b>The following information is provided:</b>				
	Title 17 Section 59051(a) Name of regional center liaison assigned to the facility			

PAGE NUMBER	REQUIREMENTS	FOR DDS USE ONLY		
		MET	NOT MET	COMMENTS
	Title 17 Section 59055(c) Name of regional center Qualified Behavior Modification Professional assigned to the facility			
	Title 17 Section 59055(a) Description of how the vendoring regional center will coordinate with the placing regional center, if applicable, to monitor consumer services provided by the facility through quarterly case management visits			
	Title 17 Section 59055(b) Name or Title of person assigned by the regional center to monitor and evaluate facility services via quarterly quality assurance visits, using the format prescribed by the Department			
	Title 17 Section 59056(a)(1) Description of how the regional center will assess a consumer's need for enhanced behavioral services and supports			
	Title 17 Section 59056(a)(3) Description of the regional center's process for providing written consumer information (placement packet) to the facility prior to admission			
	Title 17 Section 59056(e) Title of person responsible for notifying the clients' rights advocate of consumer admission to the EBSH and subsequent IBST meetings.			

**DDS GUIDELINES FOR CERTIFICATION OF  
ENHANCED BEHAVIORAL SUPPORTS HOMES  
PART II: BEHAVIORAL COMPONENTS REVIEW**

Page Number	Requirements	FOR DDS USE ONLY		
		Met	Not Met	Comments
	Program Design is written in language that is respectful to consumers and reflects best practices.			
<b>I. Program values includes principles of:</b>				
	Positive behavioral supports (PBS)			
	Person centered planning (PCP)			
	Trauma informed care (TIC)			
	Serving individuals with challenging behavioral and psychiatric conditions in least restrictive methods			
	Mission meets purpose of an EBSH/CCH			
<b>II. IBSTs Include:</b>				
	Lists team members (individual, administrator, QBMP, regional center representative, CRA)			

	Develops, monitors, and revises IBSP and meets at least monthly			
	Format of the meeting and who is responsible for notifying regional center representative and CRA			
	Consumer is involved in IBST			
<b>III. Individual Service Plans (ISP) includes:</b>				
	Person-centered practices to develop ISP.			
	For CCH: Objectives to assist with transition to less restrictive home and plans for stabilization at CCH			
	Focus on skill objectives to train appropriate replacement behavior skills identified in the FBA.			
<b>IV. Functional Behavioral Assessments include:</b>				
	Completed within 30 days of admission			
	Informs IBSP			
	Includes Title 17 59054(d) requirements			
<b>V. Individual Behavior Support Plans (IBSP) include:</b>				
	Developed within 1 week of move to EBSH/24 hours for CCH			
	Consumer participation in IBSP			
	Replacement behavior/skill trainings emphasized			
	Reviewed at least monthly by Individual Behavior Support Team (IBST)			
	Administrator submits IBSP and updates to regional center and CRA			
	Informed by FBA			

Page Number	Requirements	FOR DDS USE ONLY		
		Met	Not Met	Comments
	Function based, evidenced based, and includes replacement behaviors			
	Focus on least restrictive methods			
	Based on PCP, PBS, TIC			
<b>VI. Staff training includes:</b>				
	EBSH Staff qualifications			
	Qualified Behavior Modification Professionals			
	Direct Support Professionals			
	Emergency Intervention Training			
	Continuing education for DSPs, including requirement for 5 hours of PCP, PBS, TIC, and cultural competency			
	Plans for Registered Behavior Technician training, obtaining the credential, and supervision and monitoring			
<b>VII. Data collection and monitoring includes:</b>				
	Data for target behaviors identified in FBA and IBSP			

	Discusses practices for use of frequency, duration, intensity and desired outcomes.			
	Informs quality of FBAs and IBSPs			
	Integrity of implementation of the IBSPs and individual EIPs			
	Reporting requirements			
<b>VIII. Facility Emergency Intervention Plan includes:</b>				
	Specifies least restrictive or non-physical de-escalation methods to prevent restraint.			
	Restraint is last resort method.			
	Defines and describes restraint procedures approved in home.			
	Circumstances when restraint is to be used, staff title and qualifications who can use restraint			
	Procedures for maintaining care and reducing trauma for other individuals who witness event			
	Procedures for crisis situations when more than one individual is in crisis simultaneously			
	Reintegrating individual into their daily routine			
	Staff are required to be present when restraint is applied			
	Procedures for notification to Administrator if duration of restraint is longer than 15 minutes			

Page Number	Requirements	FOR DDS USE ONLY		
		Met	Not Met	Comments
	Staff training: course type, training requirements, ongoing training, curriculum, qualifications of instructor, evidence that training is researched based			
	Prone containment must meet H&S Code 1180.4 (f)			
	Standing position to floor containments are not advised.			
	Lists prohibited emergency interventions			
<b>IX. Individual Emergency Intervention Plans include:</b>				
	IEIP identifies antecedents, methods to de-escalate individual in least restrictive method			
	Pre-existing medical, physical, or psychological conditions where restraints are contraindicated.			
	Trauma history			
	Developed when reasonably expected to be used.			
<b>X. Program Design addresses prevention and reactive protocols for treatment of severe behaviors, if applicable:</b>				
	Aggression			
	Aggression with use of objects as weapons			
	Self-Injurious Behaviors			
	Suicidal Ideation			
	Ingestion of foreign objects and/or pica			

	Property Destruction			
	Substance abuse			
	Elopement			
	Psychosomatic symptoms			
<b>XI. If Delayed Egress used, includes:</b>				
	Consumers who live in delayed egress home require access restriction			
	Consumers referred to home will be assessed for need for delayed egress			
	Staff will be trained in consumer's rights regarding delayed egress and the delayed egress system within the first forty hours of training and reviewed at least quarterly in staff meetings			
	Staff training section that direct support professionals will understand that consumers retain the personal right to come and go from their home. All staff who work at the EBSH should be prepared to assist consumers in exiting the home			

Page Number	Requirements	FOR DDS USE ONLY		
		Met	Not Met	Comments
	Include a plan for how consumers will be taught safety awareness, impulse control and other skill trainings to increase their level of safety in the neighborhood. Include in sample ISP/IPP and IBSP strategies to address safety skills target behaviors and training			
	Description of why the delayed egress system is being used			
	Will the delayed egress be able to be modified to be turned off or set to 15 seconds depending on consumer's needs? Can some consumers gain access to codes or keys to egress doors without the door locking? How will this be addressed in the person-centered ISP/IPP?			
	Address personal rights and delayed egress in community integration section			
<b>XII. If Secure Perimeter used, includes:</b>				
	Consumers who live in delayed egress home require access restriction.			
	Consumers referred to home will be assessed for need for secure perimeter.			
	Staff will be trained in consumer's rights regarding secure perimeter and the secure perimeter system within the first forty hours of training and reviewed at least quarterly in staff meetings.			
	Staff training section that direct support professionals will understand that consumers retain the personal			

	right to come and go from their home. All staff who work at the EBSH should be prepared to assist consumers in exiting the home.			
	Include a plan for how consumers will be taught safety awareness, impulse control and other skill trainings to increase their level of safety in the neighborhood. Include in sample ISP/IPP and IBSP strategies to address safety skills target behaviors and training.			
	Description of why the delayed egress system is being used.			
	Will the secure perimeter be able to be modified to be turned off or set to 15 seconds depending on consumer's needs? Can some consumers gain access to codes or keys to egress doors without the door locking? How will this be addressed in the person-centered ISP/IPP?			

Page Number	Requirements	FOR DDS USE ONLY		
		Met	Not Met	Comments
	Address personal rights and secure perimeter in community integration section.			
	Discusses process of obtaining consent for use of secure perimeter.			
<b>XIII. Other:</b>				
	Includes sample house rules with regular meetings where consumers provide input into house rules			
	Point/Level Systems and Behavioral contracts are based on consumer participation in the development of the program, are rewards based for special privileges or rewards, are not punitive or deny client rights			
	Accesses mobile crisis services			
	<b>Additional Comments:</b>			

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