

## Home and Community-Based Services (HCBS) Rules CONCEPT FORM

The Home and Community-Based Services (HCBS) rules ensure that people with disabilities have full access to, and enjoy the benefits of, community living through longterm services and supports in the most integrated settings of their choosing. In order to assist in determining eligibility for compliance funding, providers must complete this evaluation. Both “Yes” and “No” answers require an explanation. A “No” response *could* mean a service setting is out of compliance with the HCBS rules and is potentially eligible for funding to make necessary adjustments. Once this evaluation is completed, it should act as a guide for filling out the provider compliance funding concept, which is required for any provider to be eligible for compliance funding. **Completion of this evaluation is for the sole purpose of applying for compliance funding and does not take the place of future provider assessments that the Department may require to determine provider compliance with the HCBS settings rules. Only providers requesting compliance funding need to complete this evaluation.**

Federal Requirements #1-5 apply to providers of all services, including residential and nonresidential settings. Federal Requirements #6-10 are additional requirements that apply only to provider-owned or controlled residential settings.

The column labeled “Guidance” contains a series of questions intended to help identify compliance or non-compliance with each requirement as it relates to the HCBS rules. While responses to these questions can help in the determination of whether or not a particular requirement is met, these responses may not be the sole factor in this determination.

More information on the HCBS rules and this form can be found at [www.dds.ca.gov/HCBS](http://www.dds.ca.gov/HCBS).

Questions may be directed to [HCBSregs@dds.ca.gov](mailto:HCBSregs@dds.ca.gov).

Date(s) of Evaluation: 11/15/19	Completed by: Candice Gharakhanian
Vendor Name, Address, Contact: Seabright Villa 707 Darwin St. Santa Cruz, Ca. 95062.	
Vendor Number: HS1208 & ZS1213	
Service Type and Code: 113 Specialized Residential & 055 Community Integration Program	

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<p><b>Federal Requirement #1:</b></p> <p><i>The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> <li>• Do individuals receive services in the community based on their needs, preferences and abilities?</li> <li>• Does the individual participate in outings and activities in the community as part of his or her plan for services?</li> <li>• If an individual wants to seek paid employment, does the home staff refer the individual to the appropriate community agency/resource?</li> <li>• Do individuals have the option to control their personal resources, as appropriate?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please explain:</p> <p>Although we are transforming and working on the HCBS person-centered implementation, we have limited resources for meeting each individual request. As we have many medical appointments, the vehicles are often in use as medical appointments serve as a first priority. For each individual to receive individual services in the community, public transportation is not always a timely or efficient for time management, nor can individuals that we serve handle the patience of waiting for buses due to their behaviors. In addition, there are limited public transportation resources due to over concentration for the population in this area for such public rides.</p> <p>All individuals participate in community outings, they are not always “individualized” as we have limited resources for transportation. We would require additional vehicles to be able to meet individualized objectives so staff could assist them with their transportation.</p> <p>Staff require HCBS Person-centered training to be able to support and assist to learn how to implement the individual plans. Training would teach them to identify the needs of each individual choice and learn how to provide proper transportation needs. This would also assist the home to learn to identify person-centered focus To and For the individual for transportation needs.</p> <p>Individuals who wish to seek paid employment would need to be identified. we would need to train the staff and also implement this goal and objective into their</p>	

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plan to support their desires. Staff would need to be included in the plans and trained to be available resources and guidance for implementation.

In order for the individuals to have the option to control their personal resources, we will require the initial staff training for Person-Centered training, but not limited to ongoing training. There should also be training for "Train the trainer" training in order to learn what is required for HCBS rulings and how to support staff implementation. This training would provide us the ability to be able to write, apply, and implement Person Centered Plans.

#### **Federal Requirement #2:**

*The setting is selected by the individual from among setting options, including nondisability-specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, resources available for room and board.*

#### Guidance:

- Does the provider have a current regional center Individual Program Plan (IPP) on file for all individuals?
- Does each individuals' IPP document the different setting options that were considered prior to selecting this setting?

**Does the service and/or program meet this requirement?** ☐ Yes ☒ No Please explain:

IPP's are on file for all individuals. We do need to add/change their individual IPP "settings" to identify their dwelling preferences and settings. Seabright currently provides private rooms for each individual and none of the bedrooms are currently shared by anyone, as we are licensed for 8 and there are 8 bedrooms in total. Most bedrooms offer a half bath and each individual has a key to lock their bedroom door.

#### **Federal Requirement #3:**

*Ensures an individual's rights of privacy, dignity and respect, and freedom from coercion and restraint.*

#### Guidance:

- Does the provider inform individuals, in a manner they can understand, of their rights to privacy, dignity, respect, and freedom from coercion and restraint?
- Does the provider communicate, both verbally and in writing, in a manner that ensures privacy and confidentiality?

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	<ul style="list-style-type: none"> <li>• Do staff communicate with individuals based on their needs and preferences, including alternative methods of communication where needed (e.g., assistive technology, Braille, large font print, sign language, participants' language, etc.)?</li> </ul>
<p><b>Does the service and/or program meet this requirement? X Yes <input type="checkbox"/> No</b> Please explain:</p> <p>Seabright Villa trains all staff that all individual rights, dignity, respect, privacy, and freedom from coercion must be adhered to. The individuals and staff are informed on the following topics in addition to "Client Rights." These topics are part of their admission agreements and are read to individuals, posted, and signed in each individual file.</p> <p>The Licensees are certified trainers in "Ukeru" supports and have the ability to train staff to follow freedom from coercion and restraint. Ukeru is a non-contact, crisis-intervention program that offers the use of Ukeru pads for individual safety and staff protection. This training needs to be renewed annually and staff need to be trained in addition to the purchase of required Ukeru pads for use in the home. Ukeru provides our home to remain in compliance and these services are much needed.</p> <p>Privacy oath and confidentiality documents are verbally read, explained, and signed by both individuals and include staff in a form they can understand.</p> <p>Staff communicate in the forms that the individuals can understand. Most are verbal and sometimes use icons and pictures for better understanding.</p>	



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#### **Federal Requirement #4:**

*Optimizes but does not regiment individual initiative, autonomy, and independence in making life choices, including, but not limited to, daily activities, physical environment, and with whom to interact.*

#### **Guidance:**

- Does the provider offer daily activities that are based on the individuals' needs and preferences?
- Does the provider structure their support so that the individual is able to interact with individuals they choose to interact with, both at home and in community settings?
- Does the provider structure their support so that the individual is able to participate in activities that interest them and correspond with their IPP goals?

**Does the service and/or program meet this requirement?** ☐ Yes ☒ No Please explain:

Each individual in the home and the community integration plan is encouraged to express their individual desires and preferences for daily activities. They have the ability to choose and perform their individual preferences for both in the home and in the community that meet their needs. Public transportation is not always a timely or efficient for time management, nor can individuals that we serve handle the patience of waiting for buses due to their behaviors. In addition to over concentration for the population in this area for such public rides, we are limited with resources. As we strive to supply the resources for each individual, we have limited vehicles for transportation. We lack the number of activities due to lack of available vehicles on hand. We do have the appropriate number of staff and due to liability, we choose not to have employees use personal vehicles for these situations. We would require more vehicles to meet these person-centered requirements as we serve up to 8 individuals.

The Seabright Community Integration plan could benefit the individuals with an upgraded activities room. Currently in use, they could benefit with the use of some modern computers or Ipads with stands to assist with online learning resources and job access. This would provide them the ability to seek and apply for jobs, activities, and obtain community resource access for education and job resources. They would also benefit with ergonomic office chairs and tables that are designed for ergonomic safety and comfort while accessing available community job and educational resources.

Autonomy is communicated and trained to staff throughout the individual's journey as we promote independence. As we maneuver through implementing the HCBS regulations, we require some assistance to provide additional daily activity supports To and For each individuals choice.

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<p><b>Federal Requirement #5:</b>  <i>Facilitates individual choice regarding services and supports, and who provides them.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> <li>• Does the provider support individuals in choosing which staff provide their care to the extent that alternative staff are available?</li> <li>• Do individuals have opportunities to modify their services and/or voice their concerns outside of the scheduled review of services?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b>   X <b>Yes</b>   <b>No</b> Please explain:</p> <p>Individuals in the home are able to express their staff support. If they desire another staff vs. a staff that is supporting them, they can choose to have an alternate staff assist them that is on shift.</p> <p>Individuals have the opportunities to access outside resources and are discussed in their individual conversations with their families, support teams, and advocates. These decisions do not need wait or be discussed in routine meetings but anytime they deem changes are required for their life choices. Each individual deems the time and decision of who they desire for their care and support system.</p>	

Only providers of services in **provider-owned or controlled residential settings** need to complete the remainder of this evaluation. In **provider-owned or controlled residential settings**, in addition to the above requirements, the following requirements must also be met:

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#### **Federal Requirement #6:**

*The unit or dwelling is a specific physical place that can be owned, rented or occupied under a legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord/tenant law of the State, county, city or other designated entity. For settings in which landlord/tenant laws do not apply, the State must ensure that a lease, residency agreement or other form of written agreement will be in place for each participant and that the document provides protections that address eviction processes and appeals comparable to those provided under the jurisdiction's landlord tenant law.*

#### **Guidance:**

- As applicable, does each individual have a lease, residency agreement, admission agreement, or other form of written residency agreement?
- Are individuals informed about how to relocate and request new housing?

**Does the service and/or program meet this requirement?** ☒ **Yes** ☐ **No** Please explain:

Every individual has an admission agreement in place for Title 17 and Title 22 Regulations. Although there are agreements and HCBS regulations, these documents have the ability to be changed anytime as individuals are allowed to change their minds for residential decisions. They have the capability to express their living situation anytime and are encouraged to contact their service coordinators to discuss their desires. In addition to conversations about their residential opportunities during routine conversations, they are provided with the telephone numbers of their service coordinators. These conversations also take place during their reviews and meetings. Person-centered planning and focus on their desires are always encouraged and they are informed of other residential resources and choices.

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<p><b><u>Federal Requirement #7:</u></b>  <i>Each individual has privacy in his/her sleeping or living unit:</i>  <i>Units have entrance doors lockable by the individual, with only appropriate staff having keys to doors as needed.</i>  <i>Individuals sharing units have a choice of roommates in that setting.</i>  <i>Individuals have the freedom to furnish and decorate their sleeping or living units within the lease or other agreement.</i></p>	<p><b><u>Guidance:</u></b></p> <ul style="list-style-type: none"> <li>• Do individuals have a choice regarding roommates or private accommodations?</li> <li>• Do individuals have the option of furnishing and decorating their sleeping or living units with their own personal items, in a manner that is based on their preferences?</li> <li>• Do individuals have the ability to lock their bedroom doors when they choose?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b> <input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> Please explain: Individuals in the home each have their own private bedroom with their own key to lock their bedroom doors. Each bedroom is decorated to their personal preference and they have the ability to have and use their own personal items.</p>	
<p><b><u>Federal Requirement #8:</u></b>  <i>Individuals have the freedom and support to control their own schedules and activities, and have access to food at any time.</i></p>	<p><b><u>Guidance:</u></b></p> <ul style="list-style-type: none"> <li>• Do individuals have access to food at any time?</li> <li>• Does the home allow individuals to set their own daily schedules?</li> <li>• Do individuals have full access to typical facilities in a home such as a kitchen, dining area, laundry, and comfortable seating in shared areas?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b> <input type="checkbox"/> <b>Yes</b> <input checked="" type="checkbox"/> <b>No</b> Please explain: Each individual in the home has access to food in the cupboards and refrigerator. We encourage healthy choices such as fruits and vegetables however, we also have a variety of snacks and food available for them at all times in addition to the mandated posted menu. Each individual is encouraged to participate in the planned menu's so that we meet the food needs To and For each individual. We encourage them to plan the meals provided on the weekly required posted menu. Some of them enjoy assisting with preparing their own meals. We encourage them to not only be involved with their meal planning, but learn to demonstrate their independence by learning to prepare and cook meals where desired.</p>	

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Each individual has freedom and support to have their own schedule and express their desires with how they want to spend their time, in addition to choosing which activities they want to perform and when. We are currently practicing the To and For models of HCBS and implementing their individual choices.

All individuals have full access to the kitchen, dining area, laundry facilities. We have a few tables and chairs outside with umbrellas where they can choose to relax under the shade.

We have set main meal times in order to prepare main meals however in order to meet HCBS regulations and provide the freedom for each individual to be able to prepare their own meal at any given time, we would require an updated kitchen area. As this is a challenging area for those with disabilities, we would need to remodel a kitchen suitable to meet the needs To and For each individual accessibility. They would require adaptive equipment in order to be able to function and prepare their own meals. Adaptive equipment needs would be cabinets they could reach without step stools for safety, an open floor plan for non-ambulatory access, touch faucets for water access, wheel chair counter access, adequate light switches reachable and accessible, electric stove top instead of open gas flame, accessible low installed microwave oven, large knobs on cabinets easy to grab, easy roll out shelves in oven, refrigerator with accessible ice and water, dishwasher that has easy operational buttons for ease of operation.

Food preparation and kitchen clean-up is a crucial independent life skill that should be acquired however, many individuals lack those skills and rely and depend on staff to prepare their meals. Safety training would need to be provided to teach individuals the use of gloves for cross contamination for meal preparation, the use of potholders for hot surfaces in addition to understanding that meal preparation is key for learning as it is important for daily survival.

It is not easily accessible for many individuals to be able to gain access to the space and have the accommodations met to meet the needs for person-centered kitchen activities. The current kitchen is very outdated and we would need an open peninsula for food preparation and cooking safety training. The current kitchen is not safe for individuals to use especially with a gas cooktop with open flame. The current kitchen

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lacks the convenience of modern appliances to serve and train the individual for person-centered food planning goals to promote independent access. The kitchen is too small, closed off, and unsafe to have multiple individuals in the home around the same time of day in that area to be able to learn how to plan, prepare, and cook their own meals.

**Federal Requirement #9:**

*Individuals are able to have visitors of their choosing at any time.*

**Guidance:**

- Are visitors welcome to visit the home at any time?
- Can individuals go with visitors outside the home; such as for a meal or shopping, or for a longer visit outside the home, such as for holidays or weekends?

**Does the service and/or program meet this requirement?** ☒ **Yes** ☐ **No** Please explain: We encourage the individuals to have visitors and to go and visit family and friends. We do encourage them to also respect the sleep hours of others however they have the right to visitors when they choose.

We promote the individuals to be able to have visitors outside the home as they choose. Although we provide holiday meals and celebrations, they have the right to depart the home when they choose and to stay with others on holidays, weekends, and times when they want to visit others. They are never expected to remain the home except for when they choose to.

**Federal Requirement #10:**

*The setting is physically accessible to the individual.*

**Guidance:**

- Do individuals have the freedom to move about inside and outside the home or are they primarily restricted to one room or area?
- Are grab bars, seats in bathrooms, ramps for wheelchairs, etc., available so that individuals who need those supports can move about the setting as they choose?
- Are appliances and furniture accessible to every individual?



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**Does the service and/or program meet this requirement?** ☐ Yes ☒ No Please

explain: Each individual has the right to move about the home as they choose and enjoy the free space around them to include the inside of the home and outside as well. We have a nice patio outside with tables, chairs, and umbrellas. The inside of the home provides their own individual private bedroom and some have a shared half bath in between their bedrooms in addition to full bathrooms available. There is a total of seven bathrooms, which none of them meet the safety requirements of HCBS standards. The bathrooms were built in the 1940's and are in dire need of updating to comply with safety requirements such as grab bars and a non-slippery shower floor.

The furniture is accessible to each individual however the appliances are not user friendly in the kitchen as they have a manual dishwasher that operates in a manual setting only as if you overfill the dishwasher with water it will overflow all over the floor. Individuals in the home would require a regular dishwasher where you push one button to operate that is easy for them to learn. The kitchen is very old as it was built in the 40's and requires updating in order for the individuals to be able to operate the appliances as they are complex to use. The stove is gas and unsafe for individuals as there is fire on the stove top instead of electric that would be safer for the individuals in the home to operate. As safety is a concern, the individuals would require an updated kitchen in order to be able to complete their individual meal preparation.

Appliances such as Air Conditioning are not available in the home. Santa Cruz does have some very hot months and it would be more comfortable for the individuals to reside in a home that is climate controlled. These boundaries of temperatures are not only HCBS but also mandated that the home not be more than 85 degrees. There are times in the summer that the temperatures were excessive and extremely uncomfortable.

PG&E has the ability and control to shut-off electricity. Due to the severity of the individuals in the home, we would recommend a generator plumbed into the home that can be turned on during the PG&E emergency shut-down times. We have fragile individuals in the home that rely on C-Pap sleep machines. This is a detriment and can be dangerous when they are unable to use their C-Pap machines while sleeping.

A television in the education room would be beneficial for individuals to watch and learn educational segments and use for staff training.

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Contact Name:

Candice Gharakhanian

Contact Phone Number:

(408) 461-0330

Email Address:

castlecareinc@gmail.com**ACKNOWLEDGEMENT**

By checking the box below, I acknowledge that completion of this evaluation is for the sole purpose of applying for compliance funding and does not take the place of future provider assessments that the Department may require to determine provider compliance with the HCBS settings rules.

☒ I AGREE

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Vendor name	Seabright Villa
Vendor number(s)	HS1208, ZS1213
Primary regional center	San Andreas Regional Center
Service type(s)	Specialized Residential, Community Integration Program
Service code(s)	113, 055
Number of consumers currently served	Currently 7, licensed for 8
Current staff to consumer ratio	1:2
<p>1. Please provide a brief description of the service/setting that includes what a typical day consists of and how services are currently provided. This response must include the baseline/current levels for any aspects of the program for which the concept proposes funding.</p>	
<p>A number of individuals that resided at Darwin House for several years received devastating news their home was closing. With much hard work, we were licensed and vendored for the new Seabright Villa 9/19. This is a specialized home that not only provides residential care for up to 8 individuals; but also has a Community Integration Day Program for severe intellectually challenged, severe mental deficits, and extreme behavioral conditions. Although we are proud for the continuation of the home, there is much work to do for the HCBS implementation. A typical day offers services provided offer a full array of activities provided, such as field trips to museums, shopping, amusement parks, malls, and many other places. We also focus on educational learning and stimulation to focus on goals and objectives, while reducing behaviors.</p>	
<p>2. Please provide a brief summary narrative of the concept for which you are requesting funding, including justification for the funding.</p>	
<p>While we strive to provide excellent care and services, the new HCBS Federal Ruling has prompted us to evaluate our current services with our residential and community integration programs. As we have identified the new mandated regulations, we have identified that some of the changes require funding that is not available to us. These mandated changes prompt us to comply however, we require financial assistance in order to implement and comply with the new regulations.</p>	
<p>3. Identify which HCBS federal requirements this concept addresses that are currently out of compliance. Could be all or a subset of those identified as out of compliance on the evaluation.</p>	
<p>1_X 2_X 3___ 4_X 5___ 6___ 7___ 8_X 9___10_X</p>	

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**Federal Requirement #1** Individuals are not always able to access the community. They are not always able to access the job resources available. Obtaining vehicles that are accessible will increase their chances to access the community.

**Federal Requirement #2** Current IPP's need to convey their residential choices into their goals and objectives as it will streamline their aspirations.

**Federal Requirement #3** We follow a non-restraint policy however, Ukeru training would be beneficial for physical aggression safety for all.

**Federal Requirement #4** Daily activities, IPP goals, and supports are in place however, we lack the transportation support for those who desire outside locations.

**Federal Requirement #8** Although individuals may access food, we require some updates in the kitchen area to comply with the new regulations. The kitchen area is available for a limited number of individuals as it's small and it's not set-up for individualized meal preparation. The appliances are also not user friendly for the individuals to operate.

**Federal Requirement #10** Individuals are able to move about the home however there are four half baths and three full bathrooms that were built in the 40's and lack grab bars and safety requirements. There is no air conditioning which can be uncomfortable and not meet the temperature requirements in the home.

4. For each HCBS out-of-compliance federal requirement that is being addressed by this concept, describe the barriers to compliance and why this concept is necessary. If this information is in the evaluation section, please copy it here.

**Federal Requirement #1** All individuals participate in community outings; they are not always "individualized" as we have limited resources for transportation. We would require additional vehicles to be able to meet individualized objectives so staff could assist them with their transportation. Staff require HCBS Person-centered training to be able to support and assist to learn how to implement the individual plans. This would also assist the home to learn to identify person-centered focus To and For the individual for transportation needs.

**Federal Requirement #2** IPP's are on file for all individuals. We do need to add/change their individual IPP "settings" to identify their dwelling preferences and settings.

**Federal Requirement #4** Each individual in the home and the community integration plan is encouraged to express their individual desires and preferences for daily activities. They have the ability to choose and perform their individual preferences for both in the home and in the community that meet their needs. Public transportation is not always a timely or efficient for time management, nor can individuals that we serve handle the patience of waiting for buses due to their behaviors. Autonomy is communicated and trained to staff throughout the individual's journey as we promote independence. As we maneuver through implementing the HCBS regulations, we require some assistance to provide additional daily activity supports To and For each individuals choices.

**Federal Requirement #8** All individuals have full access to the kitchen, dining area, laundry facilities. For each individual to be able to prepare their own meal at any given time, we would require an updated kitchen area. As this is a challenging area for those with disabilities, we would need to remodel a kitchen suitable to meet the needs To and

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For each individual accessibility. They would require adaptive equipment in order to be able to function and prepare their own meals.

**Federal Regulation #10** The inside of the home provides their own individual private bedroom and some have a shared half bath in between their bedrooms in addition to full bathrooms available. There is a total of two full bathrooms and five half bathrooms, which none of them meet the safety requirements of HCBS standards. The bathrooms were built in the 1940's and are in dire need of updating to comply with safety requirements such as grab bars and a non-slippery shower floor.

5. For each out-of-compliance federal requirement that is addressed in this concept, please explain how the concept will bring the vendor into compliance.

The following requirements will bring us into compliance by having the available resources available for the individuals.

**Federal Requirement #1** Individuals are not always able to access the community. They are not always able to access the job resources available. They are not always able to access resources available due to lack of transportation.

**Federal Requirement #2** Current IPP's need to convey their residential choices into their goals and objectives as it will streamline their aspirations.

**Federal Requirement #3** We follow a non-restraint policy however, Ukeru training would be beneficial for physical aggression safety for all. HCBS Person Centered training for staff will bring us into compliance by learning how to implement the regulations.

**Federal Requirement #4** Daily activities, IPP goals, and supports are in place however, we lack the transportation support for those who desire outside locations. Additional vehicles where we may transport the individuals where they need to go to access their desires for jobs and activities bring opportunities and enrich their lives.

**Federal Requirement #8** Although individuals may access food, we require some updates in the kitchen area to comply with the new regulations. The kitchen area is available for a limited number of individuals as it's small and it's not set-up for individualized meal preparation. The appliances are also not user friendly for the individuals to operate. Updated amenities will provide ease of access and provide the ability to allow them to perform independently with real-life skill sets.

**Federal Requirement #10** There are four half baths and three full bathrooms that were built in the 40's and lack grab bars and safety requirements. There is no air conditioning which can be uncomfortable and not meet the Title 22 temperature requirements in the home. By providing safety and comfort to those who choose to reside here, we will become compliant with meeting the safety and temperature requirements.

6. What are the proposed outcomes and objectives of the concept, and what are the methods of achieving and tracking them?

The proposed outcomes come first with rolling the training and objectives out to the staff that care for the individuals. They need to understand and be able to implement the key components that will carry through the home. The methods used will be tracked quarterly in the HCBS quarterly reports to show how we were able to implement and sustain the HCBS goals and track the achievements. Individual quarterly meetings will track the goals and objectives to demonstrate how the improvements impacted their lives directly.



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7. Please describe how and/or what was done to include input from the individuals served in developing this concept? Discuss not only the development of the concept, but also what steps were taken to identify the interests and desires of the individuals and who was involved in that process.

We discussed the opportunities that are available to them and had a meeting to discuss what desires they each had. We gave them examples and shared some of the concept ideas and expressed to them the opportunities that they should have. In sharing these ideas, they shared some of their dreams such as learning to cook and preparing their own meals. To be comfortable in the summer as some of them expressed it was hard to sleep on hot summer nights. We provided examples and asked what meant the most about how and where they wanted to spend their time.

8. Please describe how the concept you propose will enable you to provide more person-centered services to your clients.

.All concepts requested are to support those individuals to grow and prosper with full support in a person-centered approach. Having additional resources such as technology where the individuals may access jobs and be taught how to apply themselves for employment can satisfy their work objectives. Being able to train staff on the new regulations will assist us to remain in compliance and learn how to implement the individual's person-centered planning. Obtaining extra vehicles to be able to transport to their desired places will give them the ability to access the community more often and provide additional resources for a better quality of life. Having air conditioning during the summer months will provide each person a comfortable place to reside on the hot summer days. For those that use C-pap machines, a permanent generator would benefit their overall health. Ergonomic tables and chairs where they can be comfortable while using computers or I-pads to gain community access for jobs, entertainment, and education. Ukeru training for staff to assist the individuals with physical aggression to be safe from harm

9. Please address your plan for maintaining the benefits, value, and success of your project at the conclusion of 2019-20 HCBS Funding.

The annual plan is to become HCBS compliant and to implement Person-centered training, focus, and implementation for the individuals that reside in the home to have more choices and be able to thrive in a less group type atmosphere. Maintaining an individualized planning goal in addition to allowing them to practice individual growth potential and freedom with job opportunities and accessible community availability. Being able to provide the individuals with individual choices while allowing them to express their desires and implementing values to be able to coach them to achieve their dreams is the utmost rewarding experience. To maintain and achieve this goal means to implement a sustainable and continuous training plan with concepts of HCBS implementation and for this to become the normalcy within our training abilities.



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10. Write a brief narrative below explaining each major cost category and timeline. Complete the budget template at the end of the concept sheet. An excel version with formulas is available. When applicable, budgets should include personnel/benefits, operating costs such as consultants or training, administrative expenses/indirect costs, and capital costs (assets lasting more than 2 years). If project spans 2 years or occurs in phases, budget should be separated by phase/year.

Administrative costs, if any, must comply with DDS' vendor requirements, including a cap of 15% of the sum of personnel/benefits, consulting, and operating costs (must exclude capital costs).

[http://leginfo.legislature.ca.gov/faces/codes\\_displaySection.xhtml?sectionNum=4629.7&lawCode=WIC](http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=4629.7&lawCode=WIC)

**Personnel:**

HCBS Person Centered Training for staff hours (2 days of training) \$4600 Completion 2020

**Capital Expenses;**

HCBS Person Centered Training/Train the trainer Training \$ 6800 Completion 2020

Ukeru Training to become certified to train staff: \$ 9000 Completion 2020

Ukeru Safety Pads \$1035 Completion 2020

Transportation Vans (2) \$ 88,000/\$44,000 each Completion 2020

Renovated kitchen \$ 45,000

Full Bathroom Renovations \$50,000/\$25,000 each (2) Completion 2020

Half Bathroom Renovations \$39,000/\$13,000 each (3) Completion 2020

Permanent back-up Generator for PG&E mandatory outages: \$20,000 Completion 2020

Air Conditioning install \$25,000 completion 2020

Internet/Wifi/Cable Install for Education Room/Day Program: \$400 Completion 2020

Computers (3) or Tablets (3) \$2800 Completion 2020

Ergonomic chairs (12) \$2600 Completion 2020

Adjustable table's for technology use (4) \$800 Completion 2020

Television for education room \$1300 Completion 2020

Total Requested funding; \$296,335

11. Please address sustainability of funding sources for all programs or concepts requiring any funding past the time frame of the requested grant, especially those that involve staff or other long-term costs. Please mark "not applicable" if costs will all be incurred during the program time frame.

N/A

12. Have you or the organization you work with been a past recipient of DDS funding? If yes, what fiscal year(s)?

HCBS Funding ☒ Yes ☐ No Yes. If Yes, FY(s) \_\_\_\_\_

Disparity Funding ☒ Yes ☐ No Yes. If Yes, FY(s) \_\_\_\_\_

CPP Funding ☒ Yes ☐ No Yes. If Yes FY(s) \_\_\_\_\_

If yes to any question be sure to answer questions 13 and 14.

**For providers who have received prior HCBS, Disparity or CPP Funding from DDS**

**Home and Community-Based Services (HCBS) Rules  
CONCEPT FORM**

13. If your organization has received prior funding from any of the above sources, please provide an update on the prior funding project. You may copy and paste from progress update(s) previously provided to regional centers or DDS.

N/A

14. If your organization received prior funding, please explain how the current funding request is not redundant with any prior funding received and/or builds on the prior funding but was not part of the original funding.

N/A

HCBS CONCEPT BUDGET						
Vendor Name		Seabright Villa				
Vendor Number(s)		HS1208, ZS1213				
	Salary and Benefits	Year 1 Budget		Year 2 Budget		Total
		FTE	Annual Cost	FTE	Annual Cost	Cost
Personnel (salary + benefits)						
HCBS/Person Centered Training	2300	2.00	\$ 4,600		\$ -	\$ 4,600
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Personnel Subtotal			\$ 4,600		\$ -	\$ 4,600
Operating expenses						
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Operating Subtotal			\$ -		\$ -	\$ -
Administrative Expenses						
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Administrative Subtotal			\$ -		\$ -	\$ -
Capital expenses						
HCBS Course Training			\$ 6,800			\$ 6,800
Ukeru Trining for 3 individuals & Pads			\$ 10,035			\$ 10,035
Air Conditioning			\$ 25,000			\$ 25,000
Transportation Vans			\$ 88,000			\$ 88,000
Renovated Kitchen			\$ 45,000			\$ 45,000
(2) Renovated Full Bathrooms (3) half bathrooms			\$ 89,000			\$ 89,000
Activity Education Room upgrades			\$ 7,900			\$ 7,900
Permanent Generator			\$ 20,000			\$ 20,000
						\$ -
Capital Subtotal			\$ 291,735		\$ -	\$ 291,735
Total Concept Cost			\$ 296,335		\$ -	\$ 296,335

See Attachment F for budget details and restrictions