

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

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February 13, 2023

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: RESUMPTION OF THE PARENTAL FEE PROGRAM

The intent of this communication is to provide guidance to regional centers on the Parental Fee (PFEE) program. Governor Gavin Newsom announced that the COVID-19 State of Emergency will end on February 28, 2023, resulting in termination of the Department of Developmental Services' (Department) authority for the fee waiver and the resumption of the PFEE program effective March 1, 2023.

The PFEE program assesses a monthly fee to parents of regional center consumers under the age of 18 who receive 24-hour out-of-home care services paid for with state funds. Parents of regional center consumers in 24-hour out-of-home care will be assessed a fee based on annual gross income and family size. Parents with annual gross income at or above 201 percent of the current Federal Poverty Level are assessed a fee pursuant to Welfare and Institutions (W&I) Code section 4784.

To have accurate information on parental eligibility and contact information, the Department requests each regional center validate the existing list of parents that meet the eligibility requirement. Each regional center will receive their respective consumer/parent listings and validation instructions in a separate email communication following this correspondence.

Using the PFEE eligible list validated by the regional center, the Department requests each regional center notify eligible parents by March 15, 2023, that the PFEE program will resume effective March 1, 2023, with fees becoming effective May 1, 2023. Suggested regional center communications to parents in English and Spanish are enclosed (Enclosures A and B). Regional centers are responsible for translation into other preferred languages of families.

The Department will also correspond with identified parents in early March 2023, requesting completion and submission of the Family Financial Statement (Enclosure C) to the Department.

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Following receipt of the Family Financial Statement, the Department will perform the fee assessment, provide families with a fee determination letter, and mail initial fee statements by June 1, 2023. In accordance with the requirements of W&I Code section 4784, families that do not submit the Family Financial Statement and income information will be assessed the maximum fee.

For any new 24-hour out-of-home care placements on or after March 1, 2023, regional centers shall resume providing the Family Financial Statement and informational letter/fee schedule (Enclosures C and D) in onboarding packages for new PFEE families within 10 working days of placement. The fee schedule shall be used when informing parents of the program at the time of placement. As a reminder, for children under age 18 in a 24-hour out-of-home placement, regional centers are required to notify the Department (PFEE program staff) of all new admissions, discharges, and client deaths by the 20<sup>th</sup> day of each month using the email address below.

If you have any questions or need assistance, please contact PFEE program staff at (800) 862-0007, or by email at [ddsparentalfee@dds.ca.gov](mailto:ddsparentalfee@dds.ca.gov).

Sincerely,

*Original Signed by:*

BRIAN WINFIELD  
Chief Deputy Director

Enclosures

cc: Regional Center Administrators  
Regional Center Directors of Consumer Services  
Regional Center Community Services Directors  
Association of Regional Center Agencies  
Steven Pavlov, Department of Developmental Services  
Ernie Cruz, Department of Developmental Services  
Tina Watson, Department of Developmental Services  
Dean Shellenberger, Department of Developmental Services