



NANCY BARGMANN  
DIRECTOR

State of California—Health and Human Services Agency  
**Department of Developmental Services**

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GAVIN NEWSOM  
GOVERNOR

June 14, 2024

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: SELF-DETERMINATION PROGRAM: UPDATED SANDIS REPORTING REQUIREMENTS

This directive is regarding updated SANDIS or other regional center electronic record system reporting elements related to the Self-Determination Program (SDP), and is issued pursuant to Welfare and Institutions Code section 4685.8(p)(2), which authorizes the Department of Developmental Services (Department) to issue program directives or similar instructions until regulations are adopted.

Effective June 17, 2024, the following reporting elements will be available in SANDIS:

1. Date orientation completed
2. Orientation provider
3. Date of initial budget meeting
4. Date individual budget certified by regional center
5. Budget adjustments
  - a. Date of change
  - b. Reason for change
  - c. Budget change (increase, decrease, no change)

Regional centers shall enter the above information for all individuals in the process of enrolling into the SDP as each step of enrollment is completed. Additionally, regional centers are required to retroactively enter this information, including SDP budget history, for all current or previously enrolled SDP participants by October 31, 2024. These additional elements will support the Department's effort to track enrollment data for the SDP.

If participants and/or their families have questions regarding this directive, they should contact their regional center. Questions from regional centers should be directed to [sdp@dds.ca.gov](mailto:sdp@dds.ca.gov).

Sincerely,

*Original Signed by:*

BRIAN WINFIELD  
Chief Deputy Director

cc: See next page.

Regional Center Executive Directors  
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cc: Regional Center Administrators  
Regional Center Directors of Consumer Services  
Regional Center Community Services Directors  
Association of Regional Center Agencies  
State Council on Developmental Disabilities  
Nancy Bargmann, Department of Developmental Services  
Carla Castañeda, Department of Developmental Services  
Ernie Cruz, Department of Developmental Services  
Jim Knight, Department of Developmental Services  
Kathleen Dempsey, Department of Developmental Services