



NANCY BARGMANN  
DIRECTOR

State of California—Health and Human Services Agency  
**Department of Developmental Services**  
1215 O Street, Sacramento, CA 95814  
[www.dds.ca.gov](http://www.dds.ca.gov)



GAVIN NEWSOM  
GOVERNOR

March 7, 2024

Melinda Sullivan, Executive Director  
Frank D. Lanterman Regional Center  
3303 Wilshire  
Boulevard, Suite 700  
Los Angeles, CA 90010

Dear Ms. Sullivan:

This letter is to convey the results of the Department of Developmental Services (DDS) remote review of the Early Start Program at Frank D. Lanterman Regional Center's (FDLRC). This review was conducted through DDS' Self-Assessment Monitoring (SAM) system on July 21, 2023, through September 8, 2023, to ensure that California meets Part C of the Individuals with Disabilities Education Act (IDEA) requirements.

FDLRC completed a self-assessment of 80 records through SAM. This consisted of 40 regular records and 40 transition records. DDS verified the documentation and the findings for each of the 80 records. DDS identified findings of noncompliance in each of the following requirements:

- Individualized Family Service Plans (IFSP) include present levels of development in all five domains,
- Periodic reviews of the IFSP were completed when an Early Intervention Service was added, decreased, or changed, and
- Timely notification to the Local Educational Agency (LEA) was sent at least 90 days prior to the child's 3<sup>rd</sup> birthday.

The details of the findings are in the enclosed monitoring report.

**Required Action:**

The U.S. Department of Education's Office of Special Education Programs (OSEP) requires the state lead agency, DDS, to verify correction of noncompliance based on the individual child level (prong 1) and the systemic level (prong 2) as soon as possible, and no later than one year from the date of this letter. A plan, signed by you, addressing the systemic level (prong 2) areas of noncompliance is required to be submitted to DDS within 30 days from the date of this letter. As part of the plan of correction, FDLRC should identify and address the root cause of noncompliance on each outstanding finding. Identifying the root cause ensures that corrective actions are meaningful and effective. Please forward the required evidence of clearance on each of the outstanding individual findings (prong 1) as soon as it is available (if applicable). DDS will require FDLRC to provide subsequent records to clear the systemic level findings. In addition, please see recommendations listed on page 4 of the monitoring report.

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Thank you for your cooperation during the monitoring review of the Early Start program at FDLRC and your commitment to serve children and families. If you have any questions, please contact Nathaniel Taleon, Chief, Part C Federal Reporting and Monitoring Section, at (951) 374-0174, or by email at [Nathaniel.Taleon@dds.ca.gov](mailto:Nathaniel.Taleon@dds.ca.gov).

Sincerely,

Original Signed By

MARICRIS ACON

Deputy Director

Children, Adolescents, and Young Adult Services Division

Enclosure

cc: Louis Mitchell Board President, FDLRC

Gloria Leiva, FDLRC

Kelly Price-Martinez, FDLRC

**EARLY START MONITORING REPORT SUMMARY  
FRANK D. LANTERMAN REGIONAL CENTER**

DATE OF REVIEW: JULY 21, 2023 – SEPTEMBER 8, 2023

FINAL REPORT DATE: MARCH 7, 2024

<b>ITEMS AT 100% COMPLIANCE</b>				
REQUIREMENT		RECORDS IN COMPLIANCE	TOTAL RECORDS REVIEWED	COMPLIANCE PERCENTAGE
R1	Obtained written parental consent for evaluation/assessment. 34 Code of Federal Regulations (CFR), Sections 303.321(a) and 303.420(a)(2)	40	40	100%
R2	Initial evaluation determined the infant's or toddler's level of functioning in all developmental domains, including hearing, vision, and health. 34 CFR, Sections 303.21, 303.24, 303.310, 303.321 and Title 14, California Early Intervention Services Act (CEISA) Section 95014	40	40	100%
R3	Initial assessment for service planning identified unique strengths and service needs in all five developmental domains, including hearing, vision, and health, prior to the Individualized Family Service Plan (IFSP). 34 CFR, Sections 303.21, 303.24, 303.310, 303.321 and Title 14, California Early Intervention Services Act (CEISA) Section 95014	40	40	100%
R4	Written notice of the IFSP meeting. 34 CFR, Section 303.342(d)(2)	40	40	100%
R7	The IFSP included the frequency and length for all early intervention services. 34 CFR, Section 303.344(d)(1)(i)	40	40	100%

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R8	Early intervention services are provided in the natural environment or the IFSP contains an appropriate justification when services are not provided in a natural environment.  34 CFR, Sections 303.26, 303.126 and 303.344(d)(1)(ii)	40	40	100%
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FRANK D. LANTERMAN REGIONAL CENTER**

DATE OF REVIEW: JULY 21, 2023 – SEPTEMBER 8, 2023  
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<b>CLEARED FINDINGS</b>							
Findings cleared prior to the issuance of the report. No further action is required.							
<b>REQUIREMENT</b>		ORIGINAL RECORDS IN COMPLIANCE	TOTAL RECORDS REVIEWED	ORIGINAL COMPLIANCE PERCENTAGE	SUBSEQUENT RECORDS IN COMPLIANCE	TOTAL SUBSEQUENT RECORDS REVIEWED	SUBSEQUENT COMPLIANCE PERCENTAGE
R5	Initial IFSP meeting was conducted within the 45-day timeline.  34 CFR, Sections 303.310 and 303.342(a)	38	40	95.00%	■	■	100%
R6	Timely provision of services.  34 CFR, Sections 303.344(f)(1) and 340.420(b)(2) Title 17, California Code of Regulations (CCR), Section 52109(b)	38	40	95.00%	■	■	100%
O4	Location of all services is specified on the IFSP.  34 CFR, Section 303.344(d)(1)(iii)	39	40	97.50%	■	■	100%
T1	The IFSP included timely transition steps and services.  34 CFR, Sections 303.209(d) & (e) and 303.344(h)	39	40	97.50%	■	■	100%
T3	Transition Conference occurred in a timely manner and the Local Educational Agency (LEA) was invited to the transition meeting.  34 CFR, Section 303.209(c)(1)	37	40	92.50%	■	■	100%

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**NONCOMPLIANCE**

Frank D. Lanterman Regional Center must clear findings on both the child-specific and systemic levels. Systemic level findings must be cleared as soon as possible but no later than one year from the final report date. **A Plan of Correction and subsequent review are required to clear these items.**

REQUIREMENT		RECORDS IN COMPLIANCE	TOTAL RECORDS REVIEWED	COMPLIANCE PERCENTAGE	PRONG 1 (CHILD-SPECIFIC)	PRONG 2 (SYSTEMIC)
					OUTSTANDING	OUTSTANDING
O2	IFSP includes present levels of child’s development in all five domains (including health, hearing, and vision). 34 CFR, Section 303.344(a)	8	40	20.00%		X
T2	Timely referral to the LEA. 34 CFR, Sections 303.209(b) and 303.401(d)	29	40	72.50%		X
T-O5	A Periodic Review was completed when early intervention services were added, decreased, or changed. 34 CFR, Section 303.342(b)(1)(ii)	1	40	2.50%		X

Key:

R – “Regular” corresponds to the Regular Review Tool item, followed by the number of the Regular Review Tool item (ex.- R1 refers to the Regular Review Tool item number 1).

T – “Transition” corresponds to the Transition Review Tool item, followed by the number of the Transition Review Tool item (ex.- T3 refers to the Transition Review Tool item number 3).

O – “Other” refers to an additional finding, not included in the Regular or Transition review tools.

## EARLY START MONITORING REPORT SUMMARY FRANK D. LANTERMAN REGIONAL CENTER

DATE OF REVIEW: JULY 21, 2023 – SEPTEMBER 8, 2023

FINAL REPORT DATE: MARCH 7, 2024

### RECOMMENDATIONS

DDS recommends FDLRC to align practices/procedures related to:

- Content of the IFSP, specific documentation on the results of hearing and vision screenings.
- A periodic review, addendums/amendments must be conducted when revisions are made in the IFSP, and
- Timely referral to Local Educational Agency.

For further information, the department encourages FDLRC to further review available technical assistance resources related to the IFSP. These resources include but are not limited to:

- Early Start Service Coordinator's Handbook: [Service Coordination Handbook – Early Start Neighborhood](#)
- IFSP resources through the Early Childhood Technical Assistance Center: [ECTA Center: Individualized Family Service Plan \(IFSP\)](#)
- Educational and Developmental Intervention Services – IFSP Process Guidance Handbook: [EDISIFSPProcessGuidanceHandbook.pdf \(ectacenter.org\)](#)

As required by 34 Code of Federal Regulations (CFR) Sections 303.444(a), 303.342(b)(1)(ii), 303.209(b), and 303.401(d).