



## Lanterman Appeal Process Changes

July 2024

This memo provides updates to our community regarding the Lanterman Service & Eligibility Appeals Process, consistent with our June 7, 2024 [letter](#) to regional centers. In response to community feedback, we have updated some appeal forms and technical processes.

### FORM UPDATES:

1. Online Appeal Request Form:

An update to the online appeal request form has been released. The update includes an option to print or save an appeal request for your records after submission, and the ability to attach supporting documentation to an appeal request. Any attached documents will be provided to the regional center with the notification of the appeal request. The updated online appeal request form is here: [Online Appeal Request Form](#).

2. DS 1821 – Appeal Request Form:

An update to the PDF or paper version of the appeal request form has been released. The update includes checkboxes instead of drop-down menus, clarifies wording based on feedback, and contains an updated Representative Authorization section. The new paper appeal request form is here: [Lanterman Act Appeal Request - English \(ca.gov\)](#).

3. DS 1819 – Representative Authorization Form

There is a new form to be used when you want to authorize someone to represent you. This is the representative authorization form. This form is used to give permission to share personal information about you (the person who is seeking or receiving regional center services). It also can be used to give someone permission to represent you in a consumer rights complaint or service appeal. This is different from an Authorized Representative that is appointed by the State Council of Developmental Disabilities (SCDD) or by a court.

**Parents of a minor child, conservators, or legal guardians of persons seeking or receiving regional center services do not need to complete this form** to give permission to themselves. They already have legal permission.

However, they may use this form to give permission to someone else to represent them in a consumer rights complaint or service appeal. Proof of relationship to the person seeking or receiving regional center services may need to be provided later. The new form is here: [Representative Authorization Form \(DS 1819\) \(ca.gov\)](#).

4. DS 1823 – Appeal Request Change Form:

This form is used when you want to add or change your original appeal request, for example to add a request for a hearing if you did not initially ask for one.

A new version of this form has been released that includes updated instructions; checkboxes to add, remove, or cancel a part of the appeal process; and a free-text field to explain a change, if needed. The new form is here: [Appeal Request Change Form \(DS 1823\) \(ca.gov\)](#).

5. DS 1824 – Final Reconsideration Request Form

This form is used to request a reconsideration of a final hearing decision, when a party to a hearing believes there is an error of fact or law in the final decision. The form has been updated to include information about how and where to submit a Reconsideration Request. There also is additional space to write on the form. The new form is here: [Final Hearing Decision Reconsideration Request \(DS 1824\) \(ca.gov\)](#).

6. Additional language available for all forms

All appeal process forms are now available in the Dari language, under “Appeal Forms”: [Lanterman Act Eligibility & Service Appeals - CA Department of Developmental Services: CA Department of Developmental Services](#).

## APPEAL CLOSURES

The Department of Developmental Services (Department) has begun sending a closure email after an appeal is closed. Going forward, when a regional center submits a Notice of Resolution (NOR) and the Department closes an appeal, the claimant will receive an email notifying them that their appeal has been closed. This email also asks for feedback on the appeals process using a link to an electronic survey.

In response to community feedback, this closure email also provides information on implementation timelines. An electronic form ([Agreement & Decision Implementation Delay - Consumers & Families](#)) is available for claimants to ask the Department for help with implementation of agreements or final hearing decisions.

## DATA UPDATES

On the Department’s webpage for [Lanterman Act eligibility and service appeals](#), a new drop-down section has been added. It is titled “Lanterman Act Eligibility and Service Appeals Data” and provides three tabs of historical data, including a dashboard for post-March 2023 data.

## COMING IN 2024

### Position Statement Templates

Based on feedback from the community, the Department is working on optional Position Statement templates for regional centers and claimants. The templates will be available to use but are not required.