

DEPARTMENT OF DEVELOPMENTAL SERVICES

1215 O STREET, MS 7-40
SACRAMENTO, CA 95814
TTY: 711
(833) 421-0061



March 27, 2023

Omar Noorzad, Ph.D., Executive Director
Tri-Counties Regional Center
520 East Montecito Street
Santa Barbara, CA 93103

Dear Dr. Noorzad:

This letter is to convey the results of the Department of Developmental Services (DDS) review of Tri-Counties Regional Center (TCRC) Early Start program. This review was conducted through DDS' Self-Assessment Monitoring (SAM) system on October 28, 2022 through December 15, 2022, to ensure that California meets Part C of the Individuals with Disabilities Education Act requirements.

TCRC completed a self-assessment of 90 records through SAM. This consisted of 45 regular records and 45 transition records. Of note, TCRC has 100 percent compliance in the following areas: obtaining parental consent prior to administering evaluations and assessments, conducting evaluations and assessments in all developmental domains; written notice of the Individualized Family Service Plan (IFSP), services provided in the natural environment, and IFSP includes timely transition steps and services. The details of the monitoring review findings are in the enclosed monitoring report.

Required Action:

The U.S. Department of Education's Office of Special Education Programs 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, TCRC 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 TCRC to provide subsequent records to clear the systemic level findings. In addition, please see recommendations listed on page 4 of the monitoring report.

"Building Partnerships, Supporting Choices"

Omar Noorzad, Ph.D., Executive Director

Page two

Thank you for your cooperation during the monitoring review of TCRC's Early Start program and your commitment to serve children and families. If you have any questions, please contact Nathaniel Taleon, Chief; Children, Adolescents and Young Adult Services Division, at (951) 374-0174, or by email at nathaniel.taleon@dds.ca.gov.

Sincerely,

Original Signed by:

MARICRIS ACON
Deputy Director
Children, Adolescents and Young Adult Services Division

Enclosure

cc: Mani Gaur, TCRC
Pam Crabaugh, TCRC
Eulalia Apolinar, TCRC
Mary Ellen Thompson, TCRC
Amy Drown, TCRC
Mindy Mosher, TCRC
Maricris Acon, DDS
Erine Cruz, DDS
Reyna Ambriz, DDS

**EARLY START MONITORING REPORT SUMMARY
TRI-COUNTIES REGIONAL CENTER**

DATE OF REVIEW: OCT. 28 – DEC. 15, 2022
FINAL REPORT DATE: MARCH 27, 2023

ITEMS AT 100% COMPLIANCE				
	REQUIREMENT	RECORDS IN COMPLIANCE	TOTAL RECORDS REVIEWED	COMPLIANCE PERCENTAGE
R1	Obtained written parental consent for evaluation/assessment. 34 Code of Federal Regulations (CFR), §§303.7 and 303.420(a)(1) and (a)(2)	45	45	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, §§303.21, 303.24, 303.310, §303.321 and Title 14, California Early Intervention Services Act (CEISA) §95014	45	45	100%
R3	Initial assessment for service planning identified unique strengths and service needs in all developmental domains, including hearing, vision, and health, prior to the initial Individualized Family Services Plan (IFSP). 34 CFR, §§303.21, 303.24, 303.310,303.321 and Title 14, California Early Intervention Services Act (CEISA) §95014	45	45	100%
R4	Written notice of the IFSP meeting. 34 CFR, §303.342(d)(2)	45	45	100%
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, §§303.26, 303.126 and 303.344(d)(1)(ii)	45	45	100%
T1	The IFSP included timely transition steps and services. 34 CFR, §§303.209(d) & (e) and 303.344(h)	45	45	100%

**EARLY START MONITORING REPORT SUMMARY
TRI-COUNTIES REGIONAL CENTER**

DATE OF REVIEW: OCT. 28 – DEC. 15, 2022
FINAL REPORT DATE: MARCH 27, 2023

CLEARED FINDINGS

Findings cleared prior to the issuance of the report. No further action is required.

REQUIREMENT		ORIGINAL RECORDS IN COMPLIANCE	TOTAL RECORDS REVIEWED	ORIGINAL COMPLIANCE PERCENTAGE	SUBSEQUENT RECORDS IN COMPLIANCE	TOTAL SUBSEQUENT RECORDS REVIEWED	SUBSEQUENT COMPLIANCE PERCENTAGE
R6	Timely provision of services 34 CFR, §§303.344(f)(1) and 340.420(b)(2) Title 17, California Code of Regulations, §52109(b)	41	45	91.1%	■	■	100%
R7	The IFSP included the frequency and length for all early intervention services. 34 CFR, §303.344(d)(1)(i)	43	45	95.6%	■	■	100%
O4	Location of all services is specified on the IFSP. 34 CFR, §303.344(d)(1)(iii)	43	45	95.6%	■	■	100%
T2	Timely referral to Local Educational Agency (LEA). 34 CFR, §§303.209(b) and 303.401(d)	42	45	93.3%	■	■	100%
T3	Transition Conference occurred in a timely manner and the LEA was invited to the transition meeting. 34 CFR, §303.209(c)(1)	44	45	97.8%	■	■	100%

**EARLY START MONITORING REPORT SUMMARY
TRI-COUNTIES REGIONAL CENTER**

DATE OF REVIEW: OCT. 28 – DEC. 15, 2022
FINAL REPORT DATE: MARCH 27, 2023

NONCOMPLIANCE

Regional Centers 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
R5	Initial IFSP meeting was conducted within the 45-day timeline. 34 CFR, §§303.310 and 303.342(a)	40	45	88.9%		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
TRI-COUNTIES REGIONAL CENTER**

DATE OF REVIEW: OCT. 28 – DEC. 15, 2022
FINAL REPORT DATE: MARCH 27, 2023

RECOMMENDATIONS

While TCRC met regulatory requirements related to content of an IFSP, the department encourages TCRC to consider practices outlined in the Early Start Service Coordinator’s Handbook to ensure that the IFSP document contains comprehensive documentation that is guided with family friendly information.

For further information, the department encourages TCRC to further review 34 Code of Federal Regulations, Section 303.344 Content of an IFSP(a)(b)(c) as well as available technical assistance resources. This is to ensure that families fully understand the evaluations and assessments conducted to develop the IFSP in relation to their child’s individual strengths, abilities and needs.

These resources include but are not limited to:

- Early Start Service Coordinator’s Handbook, Chapter 8 - Quality Practices
- 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 \(ectacenter.org\)](#)