



NANCY BARGMANN
DIRECTOR

State of California—Health and Human Services Agency
Department of Developmental Services
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GAVIN NEWSOM
GOVERNOR

January 3, 2024

Lavinia Johnson, Executive Director
Inland Regional Center
1365 South Waterman Avenue
San Bernardino, CA 92408

Dear Ms. Johnson:

This letter is to convey the results of the Department of Developmental Services (DDS) remote review of Early Start program at Inland Regional Center (IRC). This review was conducted through DDS' Self-Assessment Monitoring (SAM) system on March 6, 2023, through April 19, 2023, to ensure that California meets Part C of the Individuals with Disabilities Education Act (IDEA) requirements.

IRC completed a self-assessment of 90 records through SAM. This consisted of 45 regular records and 45 transition records. DDS verified the documentation and the findings for each of the 90 records. DDS identified finding(s) of noncompliance in the following areas:

- Parental consent obtained prior to evaluations/assessments being conducted,
- Initial evaluations include a child's level of functioning in all five developmental domains (including hearing, vision and health),
- Initial assessments including a child's unique strengths and service needs in all five developmental domains (including hearing, vision, and health), must be completed prior to the initial Individualized Family Service Plan (IFSP),
- Timely written notice to families for the IFSP meeting,
- Completion of the IFSP within 45 days from the date of referral,
- Timely provision of services,
- IFSPs include the frequency, length and location for all identified Early Intervention Services,
- Location of all Early Intervention Services are identified on the IFSP,
- Early Intervention services are provided in the natural environment,
- IFSPs include services to meet the child and family needs,
- Obtaining written parental consent prior to the provision of Early Intervention Services,
- Periodic reviews of the IFSP were completed when an Early Intervention Service was added, decreased or changed,
- IFSPs with transition steps and services were completed timely,
- Timely notification to the to the local educational agency were completed at least 90 days from the child's 3rd birthday, and

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- Timely transition conference.

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, IRC 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 IRC to provide subsequent records to clear the systemic level findings. In addition, please see recommendations listed on page 5 of the monitoring report.

Thank you for your cooperation during the monitoring review of IRC Early Start program and your commitment to serve children and families. If you have any questions, please contact Nathaniel Taleon, Part C Federal Reporting and Monitoring Section, 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: Maureen O'Connell, IRC Board Chair
Treva Webster, IRC
Edyth Gallardo, IRC

**EARLY START MONITORING REPORT SUMMARY
INLAND REGIONAL CENTER**

DATE OF REVIEW: MARCH 6, 2023 – APRIL 19, 2023
FINAL REPORT DATE: January 3, 2024

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
R1	Obtained written parental consent for evaluation/assessment. 34 Code of Federal Regulations (CFR), Sections 303.7 and 303.420(a)(1) and (a)(2)	43	45	95.6%	X	X
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	8	45	17.8%	X	X
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, Sections 303.21, 303.24, 303.310, 303.321 and Title 14, California Early Intervention Services Act (CEISA) Section 95014	37	45	82.2%	X	X
R4	Written notice of the IFSP meeting. 34 CFR, Section 303.342(d)(2)	40	45	88.9%		X
R5	Initial IFSP meeting was conducted within the 45-day timeline. 34 CFR, Sections 303.310 and 303.342(a)	44	45	97.8%		X
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	45	84.4%		X
R7	The IFSP included the frequency and length for all early intervention services. 34 CFR, Section 303.344(d)(1)(i)	44	45	97.8%	X	X

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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)	41	45	91.1%	X	X
O1	IFSP includes services necessary to meet needs of child & family. 34 CFR, Sections 303.344(d)(1) and (e)	43	45	95.5%	X	X
O3	Parental consent was obtained prior to the provision of services. 34 CFR, Section 303.342(e)	40	45	88.9%	X	X
O4	Location of all services is specified on the IFSP. 34 CFR, Section 303.344(d)(1)(iii)	43	45	95.5%	X	X
O5	A Periodic Review was completed when early intervention services were added, decreased or changed. 34 CFR, Section 303.342(b)(1)(ii)	44	45	97.8%	X	X
T1	The IFSP included timely transition steps and services. 34 CFR, Sections 303.209(d) & (e) and 303.344(h)	42	45	93.3%		X
T2	Timely referral to Local Educational Agency (LEA). 34 CFR, Sections 303.209(b) and 303.401(d)	39	45	86.7%		X
T3	Transition Conference occurred in a timely manner and the LEA was invited to the transition meeting. 34 CFR, Section 303.209(c)(1)	39	45	86.7%		X

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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.

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OUTSTANDING INDIVIDUAL FINDINGS (PRONG 1)

#	UCI	Item 1 Consent	Item 2 Evaluation	Item 3 Assessment	Item 7 Frequency / Length	Item 8 Natural Environment	Item O1 Necessary Services	Item O3 IFSP Consent	Item O4 Location on IFSP	Item O5 Periodic Review
3	██████		X						X	
4	██████		X							
12	██████			X						
15	██████					X				
22	██████					X				
24	██████					X				
25	██████						X			
26	██████						X			
27	██████		X					X		
36	██████				X				X	
37	██████									X
38	██████		X							
39	██████							X		
41	██████	X	X	X				X		
42	██████					X		X		
43	██████		X							

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RECOMMENDATIONS

Considering what is outlined above, DDS recommends IRC to align practices/procedures related to:

- Written consent,
- Timely evaluation and assessments,
- Timely IFSP,
- Timely services,
- Documentation of frequency, length, location, and funding source on the IFSP,
- Written consent for Early Intervention Services identified on the IFSP,
- Periodic review,
- Timely steps and services,
- Timely referral to the LEA, and,
- Timely transition conference.

For further information, the department encourages IRC 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 CFR Sections 303.7, 303.420(a)(1), 303.420(a)(2), 303.21, 303.310, 303.321, 303.24, 303.342(d), 303.342(a), 303.344(f)(1), 340.420(b)(2), 303.344(d)(1)(i), 303.26, 303.126, 303.310, 303.321, 303.342(a) & (b)(1)(ii), 303.344(d)(1)(ii), 303.209(b), 303.209(c)(1), (d) & (e), 303.344(h), 303.401(d), 303.344(d)(1), 303.342(e), 303.344(d)(1)(ii) and (e), 303.342(b)(1)(ii) and Title 14, CEISA Section 95014.