

June 25, 2025

G-2025-Case Management-002

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: ENVIRONMENTAL ACCESSIBILITY, SERVICE CODE 104

This letter clarifies the use of Service Code 104 – Environmental Accessibility. This code pertains to adaptations or modifications to a home. For detail and reference, the description for service code 104 states:

A regional center shall classify a vendor as an Environmental Accessibility Provider if: The vendor provides adaptations to the individual's home as needed to implement an objective in the individual's IPP. Environmental Adaptations shall be deemed necessary to ensure the health, welfare and safety of the individual, and/or enable the individual to function with greater independence in their home, without which the individual would require institutionalization. Such adaptations may include the installation of ramps and grab-bars, widening of doorways, modification of bathroom facilities, or installation of specialized electric and plumbing systems necessary to accommodate the medical equipment and supplies necessary for the welfare of the individual. Excluded are those adaptations or improvements to the home that are of general utility, and are not of direct medical or remedial benefit to the individual, such as carpeting, roof repair, central air conditioning, etc. Adaptations that add to the total square footage of the home are excluded from this benefit. All services shall be provided in accordance with applicable State and/or local building codes.

The individual or agency providing the environmental modification shall possess a current license, certification, or registration with the State of California as appropriate for the type of modification being purchased. The provider shall also possess a current license to do business, issued by the local jurisdiction within which the individual or agency is located and provides the services.

In considering funding requests for home modifications to an individual's or individual's family's private residence, regional centers must determine whether the request is necessary for the individual to be healthy and allow them to live safely in their home rather than moving to a more restrictive living arrangement. For larger scope home modifications, regional centers must consult with a qualified expert to complete an assessment of the need for the modification prior to initiation of the modification.

Types of Funding Requests

The following table provides examples of types of funding requests that regional centers can and cannot approve or that are excluded.

| Funding requests that regional centers cannot approve or that are excluded | Funding requests that regional centers can approve |
|---|---|
| <ul style="list-style-type: none"> • Adaptations that are useful or beneficial in a broad or common way, such as: <ul style="list-style-type: none"> ○ Carpeting ○ Roof repair ○ Central air conditioning • Adaptations that add to the total square footage of a home are excluded from this service. <ul style="list-style-type: none"> ○ An exception may be made if the square footage would change as a result of installation of needed specialty bathroom equipment. | <ul style="list-style-type: none"> • Adaptations that have a direct medical or curative benefit related to the individual's developmental disability or that are essential to an individual's well-being, such as: <ul style="list-style-type: none"> ○ Ramps ○ Grab-bars ○ Widening doorways ○ Modifying bathroom facilities ○ Installing specialized electrical systems ○ Installing specialized plumbing systems |

As part of the initial consideration for funding, regional centers must verify whether the individual's or family's private residence is leased or rented. If a regional center is considering funding adaptations for a leased or rented residence, the regional center must confirm in advance that the landlord/owner of the residence approves of the proposed adaptation and that this approval is documented. Regional centers generally should not pay to undo these adaptations upon the termination of a lease or rental agreement. However, regional centers may approve exceptions to this prohibition, upon documenting the unique needs of the individual, the cost of the adaptation and its removal, and the anticipated duration of the individual's residency at the leased or rented property.

Regional centers must ensure that all applicable State and/or local building codes are adhered to by vendors/contractors, and that vendors/contractors providing these services possess current licensure, certification or registration with the State of California, that is appropriate for the modification or adaptation being purchased. Lastly, vendors shall possess a current business license and be in good standing with the applicable licensing board.

If you have questions, please contact your regional center's primary liaison in the Office of Community Operations, at (916) 654-1958, or by email at oco@dds.ca.gov.

Sincerely,

Original Signed by:

ERNIE CRUZ
Deputy Director
Community Services Division

cc: Regional Center Administrators
Regional Center Directors of Consumer Services
Regional Center Community Services Directors
Association of Regional Center Agencies