

July 3, 2025

C-2025-Case Management-002

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: STATUS CODE “M” (MONITORING) IN SANDIS

This letter establishes the use of status code “M” (Monitoring) in SANDIS. This status code should be used to designate individuals impacted by conditions outside the control of regional centers, such as having limited access to individuals who are involved in the justice system, out-of-state facilities (for *adult* individuals) or in some cases, psychiatric settings. Status code M is not to be used for individuals identified in Article II, Section 11 of the regional center contract, specific to out-of-state *children*, who should continue to be identified by status 2.

For status code M cases, regional centers must be able to engage in monitoring activities such as meetings, video conferencing, phone calls, transition activities including service coordination and support, and planning and obtaining access to collateral information to inform California-based community service options. Regional centers may modify case management visits or responsibilities, responsive to the potential access limitations resulting from the location and/or limited direct or in person access to the individual. Frequency of visits should be the same as for residential placement, but may include reduced, limited or modified monitoring which should be discussed, decided and documented by the Individual Program Plan team.

Status code M is intended to be used as an alternative to status codes 4 – inactive, S – closed – out of state, or 9 – closed – other, for individuals who historically have had their regional center cases closed when residing for an extended period in settings such as prison, jail, juvenile justice setting, out-of-state residential treatment for adults not funded by the regional center. Status code “S – closed – out of state” must continue to be used for individuals who have moved to a forever home out of the state and are not planning to return to California.

Individuals coded under status code M are considered active cases and will be accounted for in caseload ratios. The status code M designation provides a status that acknowledges there may be reduced or no purchase of service expected, and/or that case management activities may be reduced, modified or limited based on the location and setting outside the control of the regional center.

The Department of Developmental Services has worked with SANDIS to activate status code M. Please inform your case management staff, system operators and other staff, as needed, of how to use this new status code.

If you have questions regarding this letter, please contact your primary regional center liaison or email oco@dds.ca.gov.

Sincerely,

Original Signed by:

ERNIE CRUZ
Deputy Director
Community Services Division

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