



# I.P.P. Basics



## What You Should Know

### The I.P.P. Meeting

Typically, a consumer's Individual Program Plan (I.P.P.) meeting is held annually at the consumer's home, or another mutually agreed upon location, in order to review present levels of performance and to develop new goals in the areas of:

- living options
- health and medical
- school / employment / vocational
- behavioral health
- daily living needs
- social / recreational

Regional centers fund services based upon a consumer's needs and corresponding goals. Therefore, it is essential to give your service coordinator an updated and accurate reflection of the consumer every year. Remember to talk about:

- strengths
- abilities
- accomplishments
- future goals
- areas of concern
- areas of need

Regional center must send the consumer the I.P.P. report within 45 days of the meeting. It is very important to take the time to read it carefully, as it is a legal document that will control services and supports for the entire year.

The consumer's I.P.P. needs to include:

- his/her needs, preferences, and choices
- measurable desired outcomes (goals)
- plans on how to achieve the desired outcome
- authorized services with a contract number

If you do not receive the I.P.P. in the mail, send a written request to your service coordinator.

If you do not agree with something in the I.P.P. report, immediately notify your service coordinator and request the necessary changes in writing.

Do not sign the I.P.P. until you agree with the report or note on the I.P.P. that you do not agree with specific sections.

★ Note that regional centers often review consumer eligibility every 3 years.



### The I.P.P. Team

The I.P.P. team consists of:

- consumer
- conservator or guardian
- parents
- care provider
- regional center service coordinator
- regional center decision-marker

★ Note that unconserved adult consumers may decide who participates at the meetings.

### Reminders to Parents

#### You may...

- request an I.P.P. meeting any time you have concerns
- bring an advocate, attorney, or friend to the I.P.P. meeting
- tape record the I.P.P. meeting (AB 1402)

#### You should...

- maintain a communication log book to track important phone calls / messages
- put all service-related requests in writing
- keep all documentation in one place

## I.P.P. Basics - What You Should Know

### Services Offered

- Adult day programs
- Behavior intervention services (ABA)
- Crisis intervention services
- Day care (to age 18)
- Durable and nondurable medical equipment
- Family or individual counseling
- Independent or supported living services
- Licensed residential services (board and care, group home placements)
- Medical and dental services
- Parenting classes (for consumers who are parents)
- Personal assistance (typically used in place of day program)
- Psychological assessments (for adults only)
- Respite care (including day or week camps)
- Supported employment
- Special education advocacy clinic referrals (Pepperdine University or Whittier Law School)
- Transportation services (for adults only)



### Safeguards

If you disagree with a regional center decision, you may request any one of the following to remedy the situation:

- **Planning Team Meeting or ID Team Meeting** – informal meeting that includes the consumer's service coordinator and a supervisor/decision-maker.
- **Informal meeting** – optional "first-step" meeting through the fair hearing process that includes regional center's fair hearing representative.

### Safeguards Continued

- **Mediation** – optional meeting through the fair hearing process and typically considered the "second-step" in the process. This meeting includes the regional center fair hearing representative and an administrative law judge from the Office of Administrative Hearings (OAH) as the mediator.
- **Fair hearing** – legal proceeding whereby an administrative law judge hears both sides of the case and makes a final decision.

★ The informal meeting and mediation are optional. You may request the fair hearing only.

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### Valuable Resources

- **Association of Regional Center Agencies**  
Website: [www.arcenet.org](http://www.arcenet.org)
- **Department of Developmental Services**  
Lanterman Developmental Disabilities Services Act and Related Laws (January 2007)  
**To order:** (916) 654-1897 (Free)  
Available on-line at [www.dds.ca.gov](http://www.dds.ca.gov)
- **Protection and Advocacy, Inc. (PAI)**  
Rights Under the Lanterman Act (2006)  
**To order:** (800)776-5746 (Donation requested)  
Available on-line at [www.pai-ca.org](http://www.pai-ca.org)
- **Regional Center of Orange County (RCOC)**  
Phone: (714) 796-5100  
Website: [www.rcocdd.com](http://www.rcocdd.com)