



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 | www.nlacrc.org

## ATTACHMENT D

### PROGRAM DESIGN REQUIREMENTS

#### Program Design Requirements pursuant to Title 17, Section 50608

1. Provide a written statement of your company's purpose and goals
2. The name, address and telephone number of the proposed facility and applicant. If the applicant is a corporation, list the principal members of the corporation. Indicate whether it is a profit or nonprofit corporation.
3. State the name of the author of the proposal. List any parties who participated in writing all or part of the proposal.
4. Provide your company's hours of business operation
5. Provide Consumer entrance and exit criteria
6. Number of consumers being served
7. A description of how the facility will ensure that the appropriate serves and supports are provided at the time of admission to meet the consumer's immediate needs pending development of the individual supports plan
8. A description of how the facility will serve diverse populations including, but not limited to, culturally and linguistically diverse population. The plan shall address how the facility will provide culturally and linguistically competent services and supports: examples of the applicant's commitment to address needs of ethnicity, culture, and language relative to the diverse populations in the NLACRC catchment area and any additional information that the applicant deems relevant to issues of equity and diversity.
9. A description of consumer services to be provided, including instructional methods and techniques to be utilized.
10. The methodology used to measure consumer progress which includes;
  - a. Type of data to be collected, including use of emergency interventions
  - b. Data collection systems
  - c. Frequency of data collection
  - d. Method and intervals for summarizing data and reporting on progress made
11. A description of the proposed facility, including size, layout and location
12. A description of the facilities Continuous Quality Improvement System, including but not limited to how:



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- a. Consumers will be supported to make choices; including community integration
  - b. Consumers will be supported to exercise rights
  - c. Changing needs of consumers will be addressed
  - d. Consumers receive prompt and appropriate routine and specialized medical services
  - e. Individual risk is managed and mitigated
  - f. Medication is safely managed and mitigated
  - g. Staff turnover is mitigated
13. Samples of a Functional Behavioral Assessment, data collection/tracking progress reports addressing behaviors, and the training curriculum that the Qualified Behavior Modification Professional will utilize to train staff to implement individual behavior support plans.
14. A description of how the licensee will ensure all direct care staff and consultants are competent to perform their assigned duties, including but not limited to:
- a.) A description of the consultant's discipline, qualifications, and hours to be utilized
  - b.) A description of staff qualifications and a duty statement for each staff position
  - c.) A sample staff schedule
  - d.) Staff training plan
15. A description of the facility's emergency procedures, including but not limited to:
- a. The facility's emergency procedures, including procedures for evacuation when delayed egress and secured perimeters are in use pursuant to Sections 56068 through 56074
  - b. The type, location, and response time of emergency medical services will be required upon identification of the EBSH site by the HDO
  - c. A description of how regularly scheduled fire and earthquake drills will be conducted on a schedule of no less than every three months, with the drills conducted on alternating work shifts so that drills are conducted during the day and evening shifts
  - d. An Emergency Intervention Plan
16. An explanation of how the Enhanced Behavioral Supports Home will ensure the protection of consumers' personal rights, including those specified in Sections 50500-50550 of Title 17



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17. Provide anticipated outcomes resulting from the Consumer's participation in the program
18. Provide evaluation procedures to be utilized to determine the extent of a consumer's progress toward achieving the specific outcomes in each objective for which you would be responsible
19. If applicable, provide information regarding your company's use of consultants, independent contractors, or subcontractors, to provide services or support.
20. Provide a description of your company's internal Consumer grievance procedures pursuant to Welfare and Institutions Code Section 470
21. Specify the start-up budget amount you propose to be awarded not to exceed amount specified per project. Additionally, specify the total start-up budget amount required which may exceed the funds available with hard (dollar) and/or soft (in-kind) commitments.
  - a. Specify whether you are currently in development of a residential facility with any other regional center with or without start-up grants.