



NORTH LOS ANGELES COUNTY
REGIONAL CENTER

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August 22, 2016

Dear Provider,

Title 17, California Code of Regulations, Section 54327 provides the regulatory requirements for reporting special incidents to Regional Center by vendors and Long-Term Health Care facilities. The regulation sets timelines for reporting incidents to Regional Center and requires providers to verbally report an incident to Regional Center within 24 hours after learning of the occurrence of the incident, and to submit a written report within 48 hours after the occurrence of the incident. Enclosed is a copy of Title 17, California Code of Regulations, Section 54327. You may also find the special incident reporting requirements on the Department of Developmental Services' (DDS) website, located at www.dds.ca.gov.

To ensure the special incidents are reported to North Los Angeles County Regional Center (NLACRC) within the regulatory timelines, NLACRC's Risk Assessment Unit will continue to monitor providers' compliance with the aforementioned requirements and will notify the Community Services Department of incidents that are reported outside of the regulatory timelines. NLACRC's Community Services department will take appropriate steps to address the violation with the provider.

Please be advised that NLACRC will be providing annual trainings on regulatory requirements for special incident reporting by vendors and Long Term Health Care facilities. Providers are encouraged to take advantage of the trainings provided by NLACRC.

Sincerely,

Stella Dorian

Stella Dorian, Risk Assessment Supervisor
NLACRC Risk Assessment Unit