

North Los Angeles County Regional Center
Board of Trustees
Delegated Conservatorship
Policy

North Los Angeles County Regional Center values the health, safety and wellbeing of individuals with developmental disabilities, and we are committed to upholding the rights, dignity and autonomy of all individuals, including those who are conserved by the Director of the Department of Developmental Services (DDS) (“DDS-conserved clients). This policy is developed to mitigate conflicts that may arise when a regional center is the delegated conservator while also providing service coordination to the conservatee. It will also address the process a conservatee or their legal representative may use if they are dissatisfied with the way the regional center is carrying out its delegated conservatorship responsibilities.

Definition:

Conservatorship of individuals with developmental disabilities by DDS is authorized by California Health and Safety (H&S) Code Section 416. Pursuant to H&S Code section 416.19, when DDS is appointed conservator of an individual with a developmental disability, DDS delegates the day-to-day conservatorship authority to the regional center that is serving the conservatee. This is known as “delegated conservatorship.”

Policy:

To reduce potential conflicts of interest for individuals served by the North Los Angeles County Regional Center with a delegated conservatorship, the day-to-day conservatorship duties for those individuals shall be carried out by the **Community Living Specialist** and overseen by the **Consumer Services Supervisor (Specialized Unit)**. The day-to-day conservatorship duties will be separate and removed from the service coordination activities conducted by the conservatee’s assigned Service Coordinator and the Supervisor of that unit.

The **Community Living Specialist**, under the direction and supervision of the **Consumer Services Supervisor (Specialized Unit)** shall:

- Meet at a minimum, quarterly, in person, with the conservatee. This is separate from the quarterly review of the IPP conducted by the assigned service coordinator.
- Maximize the conservatee’s autonomy and support the conservatee in making their own decisions. Timely inform the conservatee about all decisions made by the regional center on their behalf.
- Monitor and timely address with the appropriate regional center staff or external consultants any concerns about the conservatee’s health, safety and well-being, violations of their rights, their satisfaction with current services and living arrangements and the need for additional or different services. They also shall support the conservatee in raising any concerns they may have.
- The Community Living Specialist will assess any potential conflicts in the decision-making process involving the conservatee to the maximum extent possible. If a potential conflict arises, the Community Living Specialist will review with their Consumer Services Supervisor and a meeting to consult and mitigate any potential conflicts in the best interest of the conservatee will convene to include all relevant parties necessary to mitigate the conflict; this may include, but not be limited to, the Community Living Specialist, their Supervisor, assigned CSC, CSC’s Supervisor, assigned Managers, Directors, Clinical Team, and OCRA. The Community Living Specialist will disclose all conflicts in a timely manner and will assist the conservatee to request assistance from the Department’s Ombudsperson or the Department’s Conservatorship Liaison Office if the conservatee is dissatisfied or has any concerns in the decision-making process.

- Complete the Department monthly reporting tool in accordance with the Regional Center Contract about any changes which impact the conservatee's health, safety or well-being and changes to their services or service needs.
- Provide information about the conservatee's preferences and needs as part of the development of the comprehensive person-centered biennial assessment. Provide recommendations about the need for conservatorship, alternatives to conservatorship, changes to the conservator's powers, and the availability of others who may be able to serve as conservator.
- Support the conservatee's participation in the Individual Program Plan (IPP) review meeting and other meetings, as requested by the conservatee.
- The appropriate regional center staff will review the policy on an annual basis. Staff who are newly assigned to an individual who is conserved by the Director of the Department of Developmental Services will review the policy once assigned and annually.
- Assist the conservatee in resolving any concerns they may have about the conservatorship or their regional center services by informing them of the process to request assistance from the Department and/or referring them to other resources who may be able to assist them.

Qualifications and Training of the Community Living Specialist:

At minimum, the **Community Living Specialist** will have a bachelor's degree in social, behavioral, or life science or special education and 2 years of related experience in the field of developmental disabilities or social services working with people with developmental disabilities.

In accordance with the roles and responsibilities of the delegated conservatorship duties, the Community Living Specialist will be required to receive additional training on the following topics:

- Alternatives to Conservatorships and Supported Decision Making
- Clients Rights
- Futures Planning
- Person Centered Planning Facilitation Skills
- Training(s) facilitated by DDS for Individuals under DDS Conservatorship

Process for Requesting Assistance from the Department:

A conservatee or their legal representative who is dissatisfied with a regional center's performance in carrying out its delegated conservatorship responsibilities may request assistance from the Department in resolving their concerns through:

- The Department's Ombudsperson at: Ombudsperson@dds.ca.gov or (877) 658-9731.
- The Department's conservatorship liaison office at: ddsconservatorship@dds.ca.gov or (833) 421-0061.