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ORANGE COUNTY SOCIAL SERVICES AGENCY
ADULT SERVICES
POLICY AND PROCEDURE MANUAL

Program:	**Adult Protective Services**	**Number:**	SH 20.5.6
Subject:	**Regional Center of OrangeCounty**	**Date:**	5/1/03
Approved:	Signature On File	**Replaces:**	
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I. PURPOSE

The purpose of this procedure is to provide guidelines and instructions for Adult Protective Services (APS) contacts with Regional Center of Orange County (RCOC).

II. POLICY

The Lanterman Developmental Disabilities Services Act (Lanterman Act) charges the State of California with overseeing services to assist all people with developmental disabilities (consumers) who wish to become a part of their communities. The State Department of Developmental Services uses a statewide network of 21 independent, nonprofit regional centers, each one covering a different geographical area, to coordinate consumer services. Regional Center of Orange County (RCOC) is the local center.

Adults are eligible for the services of RCOC if, prior to age 18, they were substantially handicapped due to mental retardation, cerebral palsy, epilepsy or autism/pervasive developmental disorder. In addition, they may be eligible for Regional Center services if they have a condition closely related to mental retardation that requires similar treatment, for example, a traumatic brain injury that occurred before age 18.

RCOC staff determines consumers' eligibility for the program and develops individual case plans to meet consumers' needs. RCOC contracts with organizations (providers) to perform needed services and support for consumers. Consumers may obtain services to develop competencies and achieve personal goals in the areas of community participation, housing, work, school, and leisure time.

RCOC offers placement services with facilities they contract with to provide care for consumers.

RCOC also contracts with "family homes." A "family home" is a private residence where no more than 2 adult consumers reside with the provider. The "family home" is similar to foster care.

RCOC staff are mandated reporters and can, by under state law, share information with APS during the course of an APS abuse investigation. RCOC is mandated to investigate alleged abuse to consumers that occurs in "family homes."

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III. PROCEDURE

A. **Exchanging information with RCOC.** Regional Center of Orange regularly sends representatives to the Multidisciplinary Team (MDT) meeting sponsored by Adult Protective Services. California law permits the sharing of otherwise confidential information with Regional and other MDT participants for the purposes of treatment planning and coordinating interventions. After consulting with their supervisors, Social Workers may invite regional Center Case managers to attend the MDT when the case involving their client is being discussed. Center County

The APS Social Worker can contact Regional (see Accessing RCOC section) to find out who the assigned Case Manager for the APS client is. The APS Social Worker can interact with the Case Manager, exchange verbal information, coordinate visits and/or arrange to make team visits with the Case Manager.Center

Regional Center Quality Assurance may contact the assigned worker to follow up on the results of an investigation during the investigation or after the case is closed. Pertinent information may be shared verbally with Regional's Quality Assurance department. Center

B. **Accessing RCOC.** For information on which Regional office services a client's area and for office phone numbers, please see Attachment A. Center

C. **Cross reporting.** If an abuse report is taken on an RCOC consumer who is receiving services paid for by RCOC in their own home, in a supportive living arrangement monitored by RCOC, or in a "family home" vendorized by RCOC, the incident will be cross reported to RCOC. See Jurisdiction, Referral, and Cross Reporting, SH 10.12. When this information is faxed to RCOC, the reporting party's name, relationship to the client, agency and telephone number on the SOC 341 shall be blacked out.

Cross reports to Regional Center are received by Regional's Quality Assurance Department. They will evaluate if they will investigate the allegations along with APS or not. Center

D. **Referrring clients.** If, in the course of an APS investigation, the APS social worker identifies an APS client as a potential RCOC consumer and the client wants RCOC services, the APS social worker will refer that client to RCOC. The referring APS social worker will contact the Regional Center Officer of the Day and request an intake evaluation for the client in question. The APS social worker shall assist the client in any way practical with accessing RCOC and in documenting the client's eligibility for services.

E. **Interagency treatment strategies.** If at any time, either at intake or during the course of an investigation, an APS client is identified as an RCOC consumer, the APS social worker shall contact the consumer's Case Manager or other appropriate RCOC staff by telephone. The APS social worker will advise them of the alleged abuse, and seek RCOC cooperation in interagency treatment strategies. This may include team home visits, case conferences, and coordinated caseplanning.

A copy of the APS report with the reporting party's name, relationship to the client, agency, and telephone number blacked out on the SOC 341 will be faxed to the Quality Assurance Department at RCOC. RCOC Quality Assurance will pass the report on to the Case Manager. This complies with our agreement with Regional, and follows their procedure for receiving these reports. Center

F. **Emergency placements.** Regional Center of Orange County is responsible for all placements of identified Regional clients. To facilitate the placement of an APS/Regional Center client, please contact Regional as follows: Center Center

During regular work hours:

The APS Social Worker must contact the assigned Regional case manager to arrange emergency placement. In the event that the assigned Regional Center case manager is not available, the APS Social Worker will ask for the Officer of the Day for that particular Regional location. Center Center

After working hours:

The APS Social worker must contact the On Call Regional Center worker for emergency placements. If the Social Worker is not successful in obtaining assistance with the emergency placement, then they must contact the APS On Call supervisor for assistance as needed. The On Call supervisor may contact other after hours Regional staff to obtain assistance with the emergency placement.Center

G. **Client's rights advocacy.** The Office of Client's Rights Advocacy (OCRA) is a statewide office operated by Protection and Advocacy, Inc., through a contract with the California Department Of Developmental Services. Client's Rights Advocates can assist persons who have developmental disabilities to access services throughRegional Center, represent them in administrative hearings with Regional Center, and can investigate complaints about the denial of any consumer rights by Regionalor any Regional Center Service Provider. Center

There are two Client's Rights Advocates assigned to RCOC who can be contacted as follows:

Protection and Advocacy Incorporated
150 W Cerritos, Building 4
Anaheim, CA 92805
Telephone: (714) 999-2761 or (800) 390-7032

IV. REFERENCES

California Department of Social Services (CDSS) Manual of Policies and Procedures, Adult Protective Services sections 33-130(d), 33-605

Welfare and Institutions Code (WIC) sections 4514(r), 4685-4689.7, 15640(a)(1)

V. ATTACHMENTS

Attachment A: Regional Center of Orange County address list

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