



Service Code 024 Vendorization for initial SDP Person Centered Planning and Independent Facilitation

Per the [DDS directive to RCs dated 9/3/2019](#) ACRC can fund initial person-centered planning services for SDP participants from non-vendored providers who demonstrate they have received training or certification in the person-centered planning/facilitation process. Payment to non-vendored providers are funded through "Purchase Reimbursement" (service code 024.) [DDS correspondence to RCs dated 2/13/19](#)

Important Note: Regarding the maximum allowable amount of \$2500 for Person Centered planning, if the entire \$2500 is not utilized for the person-centered plan, the remaining balance (up to \$2500) can be utilized to fund Independent Facilitator services.

Regional Center funding for SDP Person Centered planning is not intended for those that are not interested in participating in SDP.

The maximum allowable cost is \$2500. Exceptions may be granted through communication with DDS. [Self-Determination Program – Frequently Asked Questions - CA Department of Developmental Services](#)

Service Coordinator gathers the following documentation:

1. IPP or IPP addendum reflects the identified person-centered planner or independent facilitator, and is signed by the client/authorized representative.
2. Copy of certification or training documentation from the provider relating to person-centered planning services.
3. Invoice that demonstrates that person-centered planning services have been delivered as agreed to by the SDP Team
Invoice shall include:
 - Hourly or flat rate of the provider
 - Number of hours required to complete the initial person-centered plan.
 - Narrative Description of services provided
 - Name of provider and signature on invoice
 - Contact information for provider: phone number, address and email address
 - Yes/No statement as to whether the provider is vendored with ACRC or another Regional Center.
4. Copy of the Person-Centered Plan and any other documents prepared, such as a one-page description. "At the end of the planning process, the individual or organization providing person-centered planning services should ensure that there is a written document with clearly stated outcomes provided to the participant that captures the strengths, hopes and dreams of the participant, along with their vision for their future and the supports needed to have a meaningful life in the community." [DDS Newsletter for SDP dated 8/30/19](#)