

## Intake Ages 3 and Above

### ELIGIBILITY CRITERIA

For individuals three years of age or older, regional center eligibility is contingent upon having a diagnosed **DEVELOPMENTAL DISABILITY**:

- Intellectual Disability
- Epilepsy
- Autism Spectrum Disorder
- Cerebral Palsy



Additionally, the Developmental Disability Shall:

- Originate before age 18
- Be likely to continue indefinitely
- Constitute a substantial disability for the individual

### INTAKE & ASSESSMENT

Through the intake and assessment process, registration, evaluation, and eligibility determination are provided for individuals three years of age or older who are applying for regional center services. As eligibility is based upon the diagnosis of a developmental disability, individual contact by the legally responsible person is necessary in order to discuss and obtain the information related to the suspected developmental disability, prior to initiating application.

The process is comprised of three components: intake; assessment clinic and assessment period.

#### Intake

The intake period begins with the initial contact from the applicant/family/legally responsible person (s). This is most frequently done by a telephone call to the Intake and Assessment Unit, but can also be done by written communication or personal contact. General information regarding the intake and assessment process and regional center services is given to the applicant/family and information regarding the applicant and the suspected developmental disability is taken for the Intake Form by one of the Assessment & Special Services Division's Administrative Assistants. The form is reviewed and if it is determined that assessment is indicated, an appointment is given for the Assessment Clinic and an application packet is sent to the applicant/family for them to review, complete, and return. If necessary, the Assessment Coordinator will assist the applicant/family in completing the packet at the time of the appointment.

Registration for assessment and evaluation to determine eligibility for regional center services is accomplished through the intake process.

#### Assessment Clinic

Assessment Clinics are held on Tuesday and Thursday for the purpose of the initial interview with the applicant/family. The Assessment Coordinator explains the assessment process, time-lines, and what the applicant/family can expect during the assessment period. Information about the eligibility determination process, regional center, and community services is provided. The application is reviewed/completed, as well as the family and medical information questionnaires. The psychosocial assessment is administered by the Assessment Coordinator, which covers birth and developmental history, family constellation and functioning, the applicant's abilities in the areas of cognitive, motor, communication, social, emotional, educational/vocational, and self-care/independent living skills, as

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reported by the applicant/family and as observed during the interview. In addition, the current health status of the applicant and any barriers to service are noted. Records or evaluations provided by the applicant/family are reviewed and the Client Development Evaluation Report is completed with them. Based upon the interview and psychosocial information obtained, recommendations are made for evaluations and diagnostic services needed to determine if the applicant is eligible for regional center services.

### **Assessment Period**

During the assessment period, additional existing evaluations and reports are obtained for review, in order to assist the assessment team with determining an applicant's eligibility. This may include historical information from school records, medical, psychological and/or psychiatric reports, and any other information deemed necessary for determination. If an individual is followed by a neurologist for seizure disorder or cerebral palsy, records will be requested from that physician in order to substantiate the conditions and the severity. The applicant/family has an opportunity to present additional information they may not have had available, or may not have included at the time of the assessment clinic interview.

### **HOW DO I APPLY FOR REGISTRATION AND ASSESSMENT AT THE EASTERN LOS ANGELES REGIONAL CENTER?**

Applicants/Families are asked to contact the Assessment & Special Services Division, Intake & Assessment Unit at (626) 299-4770 or (626) 299-4759, for information regarding the application and assessment process.