



***EASTERN LOS ANGELES REGIONAL CENTER***

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**This outline is provided to guide development of the Individual Service Plan (ISP) required for the implementation of Alternative Services as outlined in the August 31, 2020 DDS Directive**

- The ISP starts with the individual's/family's needs.
- Ask what has changed for the individual/family as a result of the COVID-19 State of Emergency.
  - Are there new needs?
  - Have the individuals/families' service goals changed as a result?
    - How?
  - What supports does the individual/family need as a result?
- Write out the new and/or updated goals.
- Write down the specific Alternative Services you, the vendored service provider, are able to provide to the individual/family to meet the new needs and/or goals that have changed.
  - Explain how these specific alternative services support the individual/family.
  - Explain when and where these services will be delivered.
- Per the DDS Directive, the ISP must be provided to the individual/family.
  - Please also provide a copy to the ELARC Service Coordinator (SC.)
- ELARC asks that, in the interest of clear communication and effective documentation, providers please provide this ISP as a stand alone document, not notes within an email to the SC or family.