



EASTERN LOS ANGELES REGIONAL CENTER

1000 S. Fremont Ave. • P.O. Box 7916 • Alhambra, CA 91802-7916 • (626) 299-4700 • FAX (626) 299-4676

**LETTER OF INTEREST GUIDELINES
RESIDENTIAL SERVICES FOR CHILDREN**

Eastern Los Angeles Regional Center (ELARC) is accepting applications for the following Purchase of Service (POS):

Service Code / Type: Service Code 920 –Residential Facility Serving Children

Reimbursement: Up to the current Community Care Facility Level 4I rate less any State-mandated discounts in effect at the time of service.

Preferred Languages: Bilingual Spanish/English, Bilingual Cantonese/English, Bilingual Mandarin/English

Service Description:

Preference for a 3 -4 bed Residential Facility serving children with developmental disabilities with high medical needs and/or behavioral/psychiatric needs.

General Requirements, include but are not limited to:

Applicant must complete ELARC Residential Services Orientation

Program must meet all applicable Title 17 and Title 22 regulations

Facility must have capacity to support up to four (4) individuals, with preference given for private bedrooms

Facility must meet applicable Americans with Disabilities Act (ADA) standards

Administrator and direct support professionals (DSP) must meet at least minimum certification, training and experience requirements of Title 17 for this level of service

Facility must serve children and the facility is not the residence of the licensee or a member of the corporate board (board of directors) and the licensee employs personnel to provide direct care and training to individuals.

Applicant must possess or obtain a valid community care facility license as required in the Health and Safety Code, Section 1500 through 1569.87 prior to operation of facility

A minimum of two years experience in working with children with developmental disabilities with high medical needs and/or and behavioral needs is preferred

Applicants who are currently vendored providers for ELARC or any other regional center must have services in good standing. Providers with Substantial Inadequacies (SI's), or Type A deficiencies with Community Care Licensing in the past twenty-four (24) months shall provide a written description of the SI(s) and/or Type A deficiencies and of all corrections that have been made. Applicants must also disclose any past, present, or pending licensure revocations, probation or denials, including but not limited to: CCL, Public Health Licensing or any agency providing services to people with disabilities, children or the elderly



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In addition to the [ELARC Cover Page](#) and [ELARC Statement of Experience and Qualifications Letter of Interest](#), Interested Parties Shall Submit:

- Resumes
- Summary of service (5 pages maximum) which addresses:
 - Overview of Services
 - Sample One-Month Schedule of Activities
 - Entrance and Exit Criteria
 - Assessment and Planning Process
 - Administrator, Consultant, and Staff Qualifications
 - Sample One-Week Staffing Schedule
 - Location of Facility