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Date: July 28, 2011

To: Members of the Parents Coordinating Council Board

Subject: Consolidation Update at Lanterman Developmental Center

Dear PCC Board Members,

In order to keep you informed of all consolidation planning forecasts, I wanted to provide you with an update on the status of our consolidation efforts.

As of July 28, 2011, our current client population is 312. This reflects a significant population reduction since the Residence Consolidation Plan was put forth. In efforts to evaluate residence consolidation for client movement within the Center, the following factors are considered on a continuum:

- current client population,
- licensed bed capacity,
- quality care capacity,
- client compatibility,
- male and female bed availability,
- acuity of care,
- placement plans and projected placements

Based on our Consolidation Planning Process, our next consolidation step is to provide the PCC Board members (via this letter), with an overview of consolidation need.

***"Realizing potentials, providing opportunities"***

The Parents Coordinating Council (PCC) board will be briefed on the decision.

Our need currently includes the closure of one NF residence and two ICF residences. Consolidation teams will now be developed, and will identify specific timelines, along with critical milestones for individuals in order to ensure a safe transition.

Our commitment is to continue to be keep families involved in the consolidation team meetings, as outlined in the planning process.

A process flow for consolidation planning is attached. This process outlines how we will progress through each step of the consolidation.

As our consolidation efforts move forward ongoing information will be shared.

Sincerely,

*Judi Murray*

Judi Murray,  
Clinical Director  
Lanterman Developmental Center

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Lanterman Developmental Center  
**CONSOLIDATION PLANNING PROCESS**

**RESIDENCE OR PROGRAM/TREATMENT AREA CONSOLIDATION**

Executive Committee determines need for residence or program/treatment area consolidation

Provide Parents Coordinating Council an overview of consolidation need

Notify family members via correspondence of consolidation need

Notify family members and those with legal standing 30 days prior to consolidation of the specific plan as it relates to each resident

Support input/feedback from each resident/family impacted

- Objective:**
- \* Minimize number of times a resident moves
  - \* Provide for the health and safety of residents
  - \* Maintain consistent staffing for continuity of services
  - \* Conserve facility resources

- Specific Plan Considerations:**
- \* Resident needs
  - \* Infrastructure needs
  - \* Staff resources

**CONSOLIDATION TEAM**

Develop timelines

Communication and/or meetings are ongoing

Notifications are made by telephone calls with follow-up letters from Social Worker

Labor Relations notifies Unions

**RESIDENT TRANSITION AND MONITORING**

Family members and IDTeam meet to address specific needs of each resident

- Representatives:**
- \* Resident
  - \* Family Members for each Resident Impacted
  - \* PCC Board Members
  - \* IDTeam Members
  - \* Key Administrative / Medical Departmental Staff

- \* Address resident's safety and transition
- \* Identify critical milestones

- Notify:**
- \* Family Members
  - \* Conservators
  - \* Regional Center Caseworkers
  - \* Licensing re: building closures, as appropriate
  - \* Facility personnel notified by personal communication via Program Management

Ensure all involved are well informed and prepared to reduce risk of potential transfer trauma

***"Realizing potentials, providing opportunities"***