



September 22, 2011

Notice to All Parent Vendors

Re: Required Change in Parent Vendor/Voucher Services for Respite, Day Care, Nursing and Transportation

Effective October 1, 2011, the Department of Developmental Services (DDS) will require the use of a Financial Management Service (FMS) for the parent vendor/voucher services of respite, day care, nursing and transportation. DDS made this change so that the State of California could continue to receive federal matching funds for these services. Federal funding is the only way that California has maintained the services and supports that are provided under the Lanterman Act.

This change will require all parent vendors for respite, day care, nursing and transportation to select a FMS. The FMS will be the vendor of record and handle the billing, payroll and reporting requirements.

The amount of hours identified in your current Person Centered Plan (PCP) / Individual Program Plan (IPP) for these services remain the same.

You can still select the person who works directly with you and your family member; the FMS will handle the paperwork. The responsibilities of the FMS include: assisting a family member or adult consumer in verifying worker eligibility status; collecting and processing workers' timesheets; processing payroll, withholdings and filing and payment of applicable federal and state employment-related taxes; billing the regional center; and maintaining all source documentation related to the authorized service(s).

In order to continue to receive services through your worker on or after October 1, 2011, you must choose a FMS and notify your Service Coordinator of your choice. You cannot be reimbursed under your vendorization for any services that are provided on or after October 1, 2011. If you need services prior to your selection of the FMS, your Service Coordinator can arrange for services through a non-parent vendor. For example, respite services could be provided through a respite agency.

The FMSs that are vendored at this time are Premier Healthcare Services and Accredited FMS, Inc. You may contact Premier at 866-428-1730 and Accredited at 800-974-1234 extension 596. **It will take approximately three to five business days to complete the employment processing after your worker has submitted his/her application.** Your Service Coordinator can provide the names of additional FMSs as they are vendored.

We know that this is very short notice. The regulations were adopted on August 29, 2011; Premier completed their vendorization on September 15, 2011, Accredited completed their vendorization on September 21, 2011. Thank you for your patience and understanding as we work to ensure that your services continue.

Additional information about Financial Management Services/Participant-Direct Services 2011 is available on DDS's website at: <http://www.dds.ca.gov/ProposedRegs/FMS.cfm>.