

Regional Center Timelines in California*



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Obligation	Timeline**	Notes	Authority
Early Start			
Complete Individual Family Service Plan (IFSP) from referral.	45 days	If late, maybe be entitled to compensatory services.	Gov. Code §95020(b)
Review of IFSP to determine degree of progress.	Yearly and periodic reviews		Gov. Code §95020(f)
A review of IFSP	6 months, or more frequently if service needs change or parent request review.	Review may be carried out by a meeting or by another means that is 34 CFR § 303.342(b); 17 CCR § 52102(b)	
Service begins after transfer of Regional Centers.	30 days		W&I Code 4643(d)(4)(A)
If transfer Regional Center and new Regional Center doesn't have service or supports must have an IPP.	30 days		W&I Code 4643(d)(4)(B)

Application to Regional Center

Initial intake following request for assistance.	15 working days	Must include info about nature and availability of RC services and community and provide decision to provide assessment.	W&I Code 4642
If assessment needed, assessment must be completed after initial intake	120 days	However, timeline is 60 days if delay would cause risk to health or safety, etc. see W&I Code 4643(a)	W&I Code 4643(a)
If delay in assessment would expose client to unnecessary risk to his or health or safety or to significant further delay in mental or physical development must complete assessment.	60 days		W&I Code 4643(a)
IPP developed after intake and assessment and found eligible.	60 days from completion of assessment	Code is unclear what "completion of assessment" means	W&I Code 4643(c)

Individual Program Plan (IPP)

Access to records following written or oral request.	3 business days	This is access, not copies.	W&I Code §4728
Must give notice to consumer if change in assigned Service Coordinator.	10 business days		W&I Code §4647(b)
IPP developed after intake and assessment and found eligible.	60 days from completion of assessment	Code is unclear what "completion of assessment" means	W&I Code 4643(c)
Review of IPP.	3 years		W&I Code 4646.5(8)(b)
Schedule of regular periodic review and reevaluation to ascertain that planned services have been provided, that objectives have been fulfilled within the time specified, and that consumers and families are satisfied with the IPP and its	Usually yearly	Code is silent on what periodic review is, but generally it is yearly.	W&I Code 4646.5(8)
IPP meeting to be held after request.	30 days	Maybe be requested by consumer or family at any time.	W&I Code 4646.5(8)(b)
Notice to record IPP meeting.	24 hours before IPP meeting		W&I Code 4646.6
If final agreement regarding services and supports cannot be reached at IPP meeting, then subsequent meeting shall be convened.	15 days	Maybe be later than 15 days if request by consumer.	W&I Code 4643(f)
If Regional Center decides to deny request service, must send a Notice of (Proposed) Action.	5 working days	Must be mailed via certified mail.	W&I Code §4710(b)
Notice must be given if Regional Center reducing, terminate or change services in IPP or termination of Regional Center eligibility.	30 days	Must be mailed via certified mail.	W&I Code §4710(a)
If change needs to be made to service to protect health and safety, notice to be given after Regional Center has taken action.	10 days	10 days after action must get notice when safety or health issue	W&I Code §4710(f)
Translated copy of IPP in threshold language	45 days from request		
Service begins after transfer of Regional Centers.	30 days		W&I Code §4643.5(3)(A)
If transfer Regional Center and new Regional Center doesn't have service or supports must have an IPP.	30 days		W&I Code §46.43.5

* Not a complete list of all code sections in the Lanterman Act.

***"Days" means calendar days unless noted. W Code §4702.5

*** Client and Consumer are both used in the code

**** This is only a summary and not legal advice.

Fair Hearing

Must request a Fair Hearing after receiving Notice of (Proposed) Action.	30 days	30 days after receive the Notice of Action. May also request informal meeting and/or mediation.	W&I Code §4710.5(a)
Must make request for Fair Hearing to receiving Aid-Paid-Pending after receiving Notice of (Proposed) Action.	10 days	"Aid-Paid Pending" allows consumer to receive service until the conclusion of hearing.	W&I Code §4710.5(n); W&I Code §4715(a)
After an Informal Meeting, Regional Center must send a written decision.	5 working days	When requesting Fair Hearing can request Informal Meeting and/or Mediation	W&I Code §4710.7(b)
If claimant agrees with written decision after informal meeting, the claimant should withdraw hearing request and decision will go into effect.	10 days after Regional Center receives form		W&I Code §4710.9
Upon written request (on the Fair Hearing form) Regional Center must accept or decline mediation.	5 working days	On the Fair Hearing form consumer can request Mediation.	W&I Code §4711.5(a)
Must hold mediation from request for Fair Hearing.	30 days		W&I Code §4711.5(c)(2)
Must exchange exhibits and witness list	5 days		W&I Code §4712(d)
Must hold Fair Hearing from request.	50 days	Parties may agree to continue hearing and waive this timeline. W&I Code §4711.5(c)(3)	W&I Code §4712(a)
Decision must be written.	10 working days from hearing, but not later than 80 days following hearing request for hearing.	Parties may agree to continue hearing and waive this timeline. W&I Code §4711.5(c)(3)	W&I Code §4712(k)
Fair Hearing completed and final administration decision rendered.	90 days from Hearing Request	Parties may agree to continue hearing and waive this timeline. W&I Code §4711.5(c)(3)	W&I Code §4701(k)
Appeal Fair Hearing decision to the Superior Court of California.	90 days from Receiving Hearing Decision.		W&I Code §4712.5
If hearing decision is not in favor of consumer and consumer was receiving aid-paid pending, hearing decision implemented after receipt of decision.	10 days		W&I Code §4713(a)

Administrative Complaint § 4731

After receiving complaint, Director of the Regional Center must investigate and send written proposed resolution.	20 working days	Response by Regional Center Director must include telephone number and mailing address for the Director of Developmental Services.	W&I Code §4731(a)
If consumer not satisfied by the proposed resolution by the Director, consumer may make a complaint to the Director of Developmental Services (DDS).	15 working days	If no action is taken by consumer, decision by Director of Regional Center is final after 15 working days.	W&I Code §4731(c)
Director of DDS must issue a written decision.	45 days		W&I Code §4731(c)
If there is no referral to the Regional Center, the decision/resolution shall become effective for the receipt of the decision by the consumer.	20 working days after receiving the proposed decision.		W&I Code §4731(c)