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California Department of Public Health



EDMUND G. BROWN JR.  
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January 14, 2011

AFL 11-11

**TO:** Intermediate Care Facilities/Developmentally Disabled - Habilitative  
Intermediate Care Facilities/Developmentally Disabled - Nursing

**SUBJECT:** Licensee Orientation

**AUTHORITY:** Health and Safety Code (HSC) Section 1268.6

This All Facilities Letter is being sent to notify you of legislative changes affecting Intermediate Care Facility/Developmentally Disabled-Habilitative (ICF/DD-H) and Intermediate Care Facility/Developmentally Disabled-Nursing (ICF/DD-N) facilities.

Effective October 1, 2011, AB 2675 will increase the number of orientation hours required for ICF/DD-H and ICF/DD-N initial licensure.

Current law requires, for initial licensure, that an ICF/DD-H or ICF/DD-N attend an eight - hour orientation program, approved by the Department of Developmental Services (DDS). This orientation includes topics such as:

- Scope of responsibility for operation including regulatory requirements and statutes governing the facility type;
- Cost reporting;
- Local Planning;
- Regional center and other community support services; and,
- All federal and state agencies responsible for ensuring the rights of the developmentally disabled.

HSC Section 1268.6 will add an additional eight hours of orientation that outlines the statutory and regulatory requirements related to business management. The program shall include, but not be limited to:

- Cost reporting;
- General accounting principles;
- The Department of Health Care Services' audit process; and,
- The regional center vendor process.

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While these orientation requirements are required for licensure, they are included as part of the Program Plan which is overseen by the DDS.

Facilities are responsible for following all applicable laws. The California Department of Public Health's failure to expressly notify facilities of legislative changes does not relieve facilities of their responsibility for following all laws and regulations. Facilities should refer to the full text of all applicable sections of the HSC and Title 22 of the California Code of Regulations.

If you have questions regarding orientation requirements, please contact DDS at (916) 654-1965, or by e-mail at [ddshfps@dds.ca.gov](mailto:ddshfps@dds.ca.gov).

Sincerely,

**Original Signed by Pamela Dickfoss**

Pamela Dickfoss  
Acting Deputy Director  
Center for Health Care Quality