

Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

**A. GENERAL INFORMATION**

1. Date

01/24/2019

2. Department

Developmental Services

3. Organizational Placement (Division/Branch/Office Name)

Executive/Director's Office

4. CEA Position Title

Autism Program Specialist

5. Summary of proposed position description and how it relates to the program's mission or purpose. (2-3 sentences)

The Autism Program Specialist will oversee programs and services associated with Autism Spectrum Disorder (ASD) and co-occurring conditions, advise Executive management on trends and research related to ASD and co-occurring conditions, and develop and implement statewide policy in the provision of effective, quality services and supports for individuals with ASD of all ages statewide. This position will collaborate with staff, regional centers, stakeholders, universities, and other State entities to coordinate efforts, identify emerging needs, make recommendations and consult on innovative, multi-discipline methods of service delivery on ASD and co-occurring conditions at the state and community level.

6. Reports to: (Class Title/Level)

Chief Deputy Director/Exempt

7. Relationship with Department Director (Select one)

- Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.
- Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(Explain): Inform on initiatives, legislative and fiscal developments, and trends or research that may impact department-wide efforts to ensure the needs of individuals with ASD and co-occurring conditions.

8. Organizational Level (Select one)

- 1st  2nd  3rd  4th  5th (mega departments only - 17,001+ allocated positions)

## B. SUMMARY OF REQUEST

### 9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

The CEA position will:

Recommend, develop, implement and monitor statewide policies, procedures and activities related to services and supports for developmentally disabled (DD) individuals with Autism Spectrum Disorder (ASD) and co-occurring conditions, including individuals with the most challenging service needs. Develop, recommend, or enact policy solutions to improve access to ASD services and support, creating options for consumers to lead more independent and productive lives and support individual choices.

Collaborate and coordinate efforts with Department staff, regional centers (RCs) stakeholders, universities, University Centers for Excellence in Developmental Disabilities, and other State agencies, such as the Department of Health Care Services and the Department of Social Services, and non-profits, such as Autism Speaks, Autism Society, to identify areas of emerging need based on changing demographics. Consult on and create innovative, multi-discipline approach methods of service delivery, taking into consideration age ranges, co-occurring conditions, co-morbid conditions, and the broad landscape in which services are offered state-wide. Create policy to influence a culture of positive approaches for treatment, therapy, services and supports for the ASD populations.

As a member of the Department Executive Staff, inform and advise management on complex issues and program strategies related to the growing number and share of Regional Center caseload of individual's with ASD and co-occurring conditions. On behalf of the Directorate, coordinate department-wide efforts to ensure the needs of individuals with ASD and co-occurring conditions are met through the Developmental Disabilities Services System, both through RC and state operated programs.

Advise Executive Staff on proposed policy, amendments to existing policy, and operational directives that impact services provided to individuals with ASD and co-occurring conditions. Inform on the development of legislative and fiscal analyses, as needed. Frequently communicate with Executive Management, control agencies, the Legislature, RCs, consumers, and their families on Department initiatives and issues affecting the lives of people with ASD and co-occurring conditions.

Ensure the needs of individuals with ASD are represented in key initiatives and programs, such as the Safety Net Plan, Community Resource Development Plans, Self Determination Program and the changes to RC services to meet the Home and Community Based Services (HCBS) New Rule, or other applicable requirements of waivers, programs, or plans operated by the Department.

Be knowledgeable on current trends, literature and research in the field of ASD, consumer trends and issues, which will inform future service needs. Research other states' programs serving individuals with ASD as needed. Prepare and present results of research and data analyses for the Directorate and/or Executive Staff. Independently prepare materials for presentation before regional centers, community groups, advocacy organizations, legislative staff, and other state entities concerning ASD and co-occurring conditions.

Actively participate in a variety of Department led risk management activities. Serve as the Department's subject matter expert on trends and research related to ASD, co-occurring conditions, and the provision of effective, quality services and supports for individuals with ASD of all ages statewide. Provide on-going direction, evaluation and contribute to creative process improvements, consistent with the Department's mission and goals, through department meetings and stakeholder meetings.

**B. SUMMARY OF REQUEST (continued)**

10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

- Program is directly related to department's primary mission and is critical to achieving the department's goals.
- Program is indirectly related to department's primary mission.
- Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description:

The Department's primary mission is "committed to providing leadership that results in quality services to the people of California and assures the opportunity for individuals with developmental disabilities to exercise their right to make choices." This CEA is critical in furthering the Department's mission to meet the varied, complex and growing needs of the ASD population receiving services through State operated programs and through the 21 RCs. Eighty percent of individuals with ASD are under the age of 22, which means they receive significant support from schools and other generic services. The RC system must be prepared to meet the demand and variety of services these individuals will require as they age out of generic services. The needs of individuals with ASD are unique to each individual; policies affecting services and supports must be broad enough to reach the greatest population, yet specific enough to provide person centered options, encouraging the greatest outcomes and supporting the choices of each individual. This CEA will provide expertise and leadership in direct support of the Department's mission to address the needs of the rapidly growing ASD population.

**B. SUMMARY OF REQUEST (continued)**

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

The sustained, significant increase in ASD and co-occurring conditions among the DD population served through the Developmental Center (DC), Community Facility (CF), and the 21 Regional Centers (RC) and a rapidly changing community based delivery system are driving the Department's request for this specialized resource. In 2008, 19% of RC consumers had an ASD diagnosis. The caseload of RC consumers with an ASD diagnosis was 27% in 2013 and continues to increase. As of June 2018, based on the Client Development Evaluation Report (CDER) over 105,000 individuals (38% of RC consumers) have a diagnosis of Autism; 80% of these individuals are under the age of 22, with 14% of individuals being ages 22-31. The Department is responsible for providing support and services throughout consumers' lifetime under the Lanterman Act. In addition to the rapidly changing demographics, the delivery system itself is facing many multi-faceted changes as Developmental Centers are closed and new models of care are implemented to strengthen the array of community based service options. This CEA will deliver critical specialized knowledge for a significant and growing population across the State.

**C. ROLE IN POLICY INFLUENCE**

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

Policy Areas are:

Guidance to regional centers, community vendors, consumers, families and other stakeholders on the array of services now available to individuals with ASD. Promulgate the importance of service delivery options that include positive behavior supports, delivery of culturally competent services and person centered planning, and trauma informed care.

Provide expertise in the principles of service provision for individuals with ASD and co-occurring conditions. Assess, monitor, and report on the service models and future needs of individuals with persons with ASD living in our communities.

Internal coordination with the Community Services and Developmental Centers Divisions. Collaboration with other Department staff to develop and present recommendations to the Director.

Identification of changes in State laws and regulations approaches to service delivery, increased scientific knowledge that may affect individuals with ASD.

**C. ROLE IN POLICY INFLUENCE (continued)**

13. What is the CEA position's scope and nature of decision-making authority?

This position has a broad scope and nature of decision-making authority for individuals with ASD statewide, over 105,000 consumers living in California. As the subject matter expert for the department, and in consultation with the Director, Chief Deputy Director and Deputy Directors for the department, this position will develop and implement the policies and initiatives for identified areas of need related to services for individuals with ASD of all ages. This position will provide a unified organizational response that crosses all divisions and programs.

14. Will the CEA position be developing and implementing new policy, or interpreting and implementing existing policy? How?

The CEA will be the principal policy maker and have significant expertise and experience in the field of ASD. The position will require the CEA to recommend, develop and implement new policy related to all matters of ASD and co-occurring conditions. In addition, evaluation of current policies to determine appropriate amendments necessary to assure the needs of the ASD population are addressed through comprehensive, multi-disciplinary approaches.