



2022 DSP WORKFORCE DATA COLLECTION



AGENDA

- Overview of DSP Workforce Data Collection
- Information Being Collected (What? Why? How?)
- Survey registration to expedite data validation for incentive payment **New Process**
- Incentive Payments
- Data Collection Window
 - ☐ Launch May 1st
 - ☐ Survey close June 30th

CALIFORNIA IS LAUNCHING ITS 2ND YEAR OF DATA COLLECTION FROM VENDOR AGENCIES WITH DSP(S)

Why:

The DSP workforce is experiencing challenges with increasingly high turnover and vacancy rates, impacting the agencies that employ DSPs and the individuals they serve.

This survey collects reliable, quantitative data about factors impacting the DSP workforce to inform policy, design recruitment and retention efforts, and examine the impact of rate initiatives over time.

Who:

Vendor agencies within the rate model that provide in-home supports, residential supports, and non-residential supports

- *Only 1 survey* for each vendor agency
- Must have been in operation for at least 6 months in 2022

Data submission is voluntary

- An incentive of \$8000 will be paid for each vendor agency after data validation.



WHO ARE DIRECT SUPPORT PROFESSIONALS (DSPS)

- Primary job responsibility is to provide support, help with skills development, supervision, and personal assistance to those with IDD;
- Paid staff members who spend at least 50% of their hours doing direct service tasks;
- Full-time and part-time DSPs providing residential, in-home and/or non-residential supports.



DOES NOT INCLUDE:

- DSPs *not* funded through a regional center;
- Clinically licensed or certified employees (therapists, nurses, social workers, psychologists, behavior specialists or behavior technicians, etc.);
- Employees only providing transportation, home modifications and/or meal delivery;
- Administrative or supervisory employees whose primary job responsibility is to provide support, help with skills development, supervision, and personal assistance to those with IDD;
- Contract or 1099 workers;
- On-call or PRN workers;
- Employees hired through a temporary personnel agency.

AUTHORIZED PARTICIPATING VENDOR AGENCIES BY VENDOR CODE*

Residential Supports	In-Home Supports	Non-Residential Supports
<p>Provided to a person in a home or apartment that is owned or operated by your agency.</p>	<p>Provided to a person in a home or apartment that is not owned or operated by your agency.</p>	<p>Provided in a day program, community program, or work setting.</p>
<p>Examples:</p>	<p>Examples:</p>	<p>Examples:</p>
<p>Residential services: CCF, RCEF, EBSH, ARFPSHN, SRF</p>	<p>Supports provided in own home, including home of family: ILS and SLS</p>	<p>Adult day services</p>
<p>Out-of-home respite</p>	<p>Personal care services, homemaker services,</p>	<p>Employment or vocational services</p>
<p>Foster home services: FHA</p>	<p>In-home respite</p>	<p>Community supports to assist in participating in community activities</p>
	<p>Infant development program</p>	<p>Social recreational program</p>

See FAQ on DDS website for specific vendor codes

SURVEY REGISTRATION

VENDOR AGENCIES ARE *REQUIRED* TO COMPLETE A SIMPLE REGISTRATION PROCESS FIRST.

Purpose: To expedite data validation for authorization of incentive payments.

Registration Information:

1. Vendor agency information (i.e. parent organization):
 - Vendor Agency name (e.g. Mentor, S.T.E.P., PathPoint, PRIDE Industries)
 - Vendor Agency regional center
2. Contact information for vendor agency
 - Contact name
 - Email address
 - Phone number
3. *If applicable*, the following information for each *distinct* facility or program (e.g. Mentor Fairview) operated within the parent vendor agency (Mentor):
 - Program/Facility Name
 - Vendor Number
 - Service code
 - Tax ID
 - Vendoring regional center

Even though the data reported is for the entire vendor agency, these data are essential for data validation.

Within 1 – 2 business days of registration, the vendor agency will receive an email invitation to participate in the survey. Registration will be open for the entire survey period.

SURVEY REGISTRATION

Why Register:

Registration is required to receive a survey link.

Registration improves survey submission validation for incentive payment processing.

Where to Register:

Survey registration link located on the DDS website:

The screenshot shows the DDS website interface. At the top, there is a navigation bar with links for About, Calendar, Careers, News Room, Contact Us, Translate, and Display Settings. Below this is a secondary navigation bar with icons for Coronavirus, Consumers, Services, Regional Centers, Vendors, Initiatives, Transparency, and Search. The main content area features a breadcrumb trail: Home | Regional Centers | Vendor/Provider Information | DDS Workforce Data Collection | DDS Workforce Data Collection. The page title is "DDS Workforce Data Collection". Below the title, there is a link: [CLICK HERE - Vendor Registration for DSP Workforce Survey](#). A yellow box highlights a "Links" section on the right side of the page, which contains the same link: [CLICK HERE - Vendor Registration for DSP Workforce Survey](#).

Gathering Data on the Direct Support Professional (DSP) Workforce

California is collecting data from agencies that employ Direct Support Professionals (DSPs) about factors that impact the workforce. The 2023 DSP Workforce Survey will open for data collection in Spring of 2023. There is an incentive payment for agencies that complete the survey in its entirety. The DSP workforce is experiencing challenges such as high turnover and vacancy rates, which can affect the lives of individuals needing support. Stakeholders have expressed support for learning more about the employment of DSPs to inform policy changes, designing recruitment and retention efforts, and examining the impact of rate increases over time. The data collection effort will establish baseline information from which DDS, agencies and stakeholders may assess challenges, evaluate the impact of existing initiatives and shape future policies to improve workforce stability.

WHAT TOPIC AREAS ARE COVERED?

AGENCY PROFILE

**BONUSES AND
OVERTIME**

**RECRUITMENT &
RETENTION**

COMPENSATION

BENEFITS

PAYROLL DATA

**FRONT-LINE
SUPERVISORS**

TIPS FOR SURVEY SUCCESS

1. Register to participate in the survey.
2. Open survey link and review data elements for submission.
3. Gather the data required, including:
 - DSP workforce demographics, including race/ethnicity and language fluency
 - Payroll information, such as # of DSPs on payroll (FT and PT) at various times
 - Compensation information, including starting and average salary, bonuses, overtime
 - Benefits information, including employer and employee contribution
 - Recruitment and retention programs
4. Enter the information using on-line survey portal.
5. All questions must be answered to be eligible for the \$8000 incentive payment.

INCENTIVE PAYMENTS

Eligibility

1. Must meet requirements listed in DSP Workforce Survey FAQ:
 - Service codes registered are included in the FAQ document.
 - Employs DSPs
 - Serves individuals funded through a regional center (including self-directed or participant-directed services).
 - Was in business and serving individuals funded by a regional center for at least 6 months in 2022.
2. Must answer all survey questions.

Survey data collection and incentive payment processing

1. Survey data is validated
 - DDS receives and compiles survey data (July 2023)
 - Validation by UC Davis (July and August 2023)
2. Payments authorized by DDS for payment by primary regional center in September 2023.

HELP US SPREAD THE WORD!

Please engage your network to participate

Promotional materials are available from DDS

For more information, go to [DSP workforce webpage](#) on DDS website

Data collection will begin in May 2023

Survey registration is posted on the DDS Website (<https://www.dds.ca.gov/rc/vendor-provider/dsp-workforce-survey/>)

Data collection ends June 30, 2023

Vendor agencies will be able to register and submit their survey data through June 30, 2023.

Data Validation and Incentive Payment

- Only one incentive per agency/tax payer ID
- Must be an eligible provider (see FAQ for eligible vendors)
- All questions must be answered
- Incentive payments will be issued by regional centers once survey data has been validated

Contact DSPWorkForce@dds.ca.gov with questions or for more information.