

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

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January 19, 2023

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: QUALITY INCENTIVE PROGRAM – DATA SUBMISSION FOR PREVENTION AND WELLNESS FOR ADULT RESIDENTIAL FACILITIES FOR PERSONS WITH SPECIAL HEALTH CARE NEEDS

The Department of Developmental Services' (Department) September 30, 2022 [letter](#) describes the voluntary Quality Incentive Program (QIP) focusing on Prevention and Wellness in Adult Residential Facilities for Persons with Special Health Care Needs (ARFPSHN). The purpose of this correspondence is to provide information to participating ARFPSHN providers about how to submit information regarding preventative health screenings for individuals residing in their ARFPSHN for at least six (6) months in calendar year 2022.

**Data Submission**

In January 2023, all ARFPSHN facility home administrators will receive an email from the Department with a unique link to access the online ARFPSHN form for data submission, along with instructions on how to complete the form. Those facilities who wish to participate must submit information for each individual who lived in the ARFPSHN for at least six (6) months in calendar year 2022. To be eligible for an incentive, the data must be submitted on or before **February 28, 2023**.

Based on the data submitted, the Department will calculate the percentage of eligible individuals residing in an ARFPSHN who received these preventative health screenings within the recommended intervals during calendar year 2022. Reported data may be validated during regular Department or regional center monitoring visits at ARFPSHN residential facilities and through other means.

Individuals for whom certain preventative health screenings are not possible or are contraindicated, and individuals who declined or whose conservator or legal guardian declined a preventive health screening, may be excluded from all or part of the incentive calculation. The ARFPSHN must provide supporting documentation for the exclusion for any individual from the population of eligible individuals. Specifically, pursuant to the September 30, 2022 letter:

**“Building Partnerships, Supporting Choices”**

- For individuals for whom the preventative health screening is contraindicated, the ARFPSHN service provider must provide physician documentation authorizing waiver of the specific screening measure and the alternate screening method conducted for that preventative health screening measure (if any), such as a physician-conducted breast exam in lieu of a mammogram in its QIP reporting.
- If an individual or their conservator or legal guardian declines a health screening, the ARFPSHN service provider must note the date of the declination and the alternate screening method conducted for that preventative health screening measure (if any) in the individual's record and on the online reporting form.

The online data collection form itself will include instructions for secure uploading this supporting documentation for residents excluded from all or part of the incentive calculation due to either of these permissible exclusions.

### **Eligibility for Incentive Payments**

Licensed and certified ARFPSHNs must be in good standing to be eligible for an incentive payment. Specifically, as of the date this information is submitted to the Department, the vendor must not:

1. Be under active corrective action plans or sanctions, nor have been notified of any pending administrative or disciplinary action from the Department, a regional center, or the Department of Social Services' Community Care Licensing Division (CCL);
2. Have received a Type A deficiency within the previous 12 months from CCL as evidenced by information posted on the CCL Transparency [website](#); or
3. Have received a Type B deficiency within the previous six (6) months, as evidenced by information posted on that same website.

Additionally, at the time payment of the incentive is made, the vendor must meet eligibility criteria for vendorization under [Subchapter 2, Chapter 3, Division 2 of Title 17 of the California Code of Regulations](#), as evidenced by being a current regional center vendor.

ARFPSHNs in good standing have until **February 28, 2023** to submit their information online to be eligible for an incentive. After data has been reviewed and validated, the Department will instruct regional centers to issue incentive payments, as appropriate, to each qualifying ARFPSHN.

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Regional centers shall share this information to ARFPSHNs in their local communities. Questions regarding the QIP or incentive payments should be emailed to [QIPquestions@dds.ca.gov](mailto:QIPquestions@dds.ca.gov).

Sincerely,

DocuSigned by:  
  
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PETE CERVINKA  
Chief, Data Analytics and Strategy

cc: Regional Center Administrators  
Regional Center Directors of Consumer Services  
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