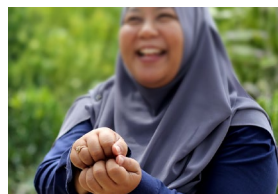


Direct Service Professional (DSP) Training Stipend Webinar for Providers



September 18, 2023



HOUSEKEEPING



Interpretación en español: haga clic en el globo blanco en la parte inferior de la pantalla con la etiqueta "Interpretation." Luego haga clic en "Spanish" y seleccione "Mute original audio."



ASL interpreters have been "Spotlighted" and live closed captioning is active



This meeting is being recorded & will be made available to participants

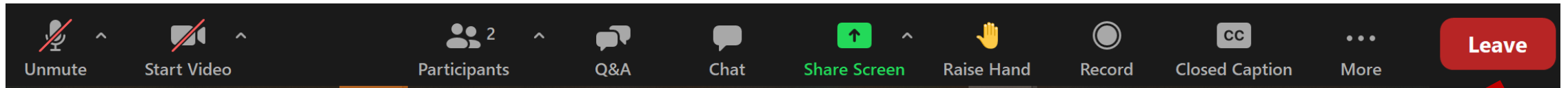


Materials are online at: <https://www.dds.ca.gov/initiatives/workforce-initiatives>



If you have questions after this presentation, please contact your regional center

ZOOM TIPS



Please type
any questions or
comments you have
into the Q&A

Leave the
webinar at
the end of
the meeting



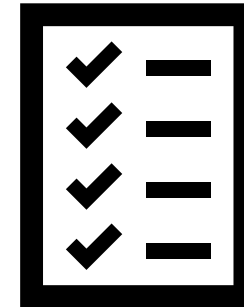
- Features will vary based on the version of Zoom and device you are using



- Some Zoom features are not available for telephone-only participants

AGENDA

- Purpose and Summary of the DSP Training Stipend Program
- DSP Training Stipend Eligibility
- DSP Training Stipend Processes
- Billing and Payment Process
- Frequently Asked Questions
- Questions and Answers



Purpose and Summary of the DSP Training Stipend Program

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Enhance the quality of services received by individuals

Improve DSP retention

Increase interest among DSPs in skills development and continuous learning

Purpose and Summary of the DSP Training Stipend Program

DSP Training Stipend Program:

- DSPs can receive up to two \$625 (before taxes) stipends when they complete approved training courses through June 30, 2024.



Purpose and Summary of the DSP Training Stipend Program

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Program Participation

Providers should:

- Promote the DSP Training Stipend Program within their staff
- Provide their vendor number to DSPs
- Provide the name of the regional center associated with the vendor number



DSP Training Stipend Eligibility

DSP Training Stipend Eligibility 3

To be eligible for the training stipend, DSPs, including some frontline supervisors and clinical staff, must meet the following eligibility requirements.



DSP Training Stipend Eligibility 4

The following are **NOT** eligible even if a portion of their work involves providing direct support:

- Staff paid through a funding source other than the regional center, such as Medi-Cal, health insurance, or a school district; with the exception of DSPs working in ICF/DD, ICF/DD-H, ICF/DD-N
- Those who only provide intermittent service such as home modification and/or meal delivery services;
- Staff hired through a temporary personnel agency;
- Contract or 1099 workers;
- On-call or PRN workers;
- Volunteers; and
- Administrative or supervisory staff, **unless** they spend 50% or more of their time doing direct support work

DSP Training Stipend Process

Accessing the Training Courses



English ▾

Log In

Welcome to the ARCA Learning Center. If you are a new user, select "Register" to create an account here and login. If you are a returning user, enter your email address and password and select "Login". If you have forgotten your account details, click on the link below to reset your password.

If you already have an account with your regional center, select the "Register" button below, and select Already have an account "Login" button and use your existing email and password to complete your registration for ARCA-DDS Domain.

You may also play the video below (Click Full Screen and Play icons) to see a short tutorial on create an account.

Play tutorial



Email

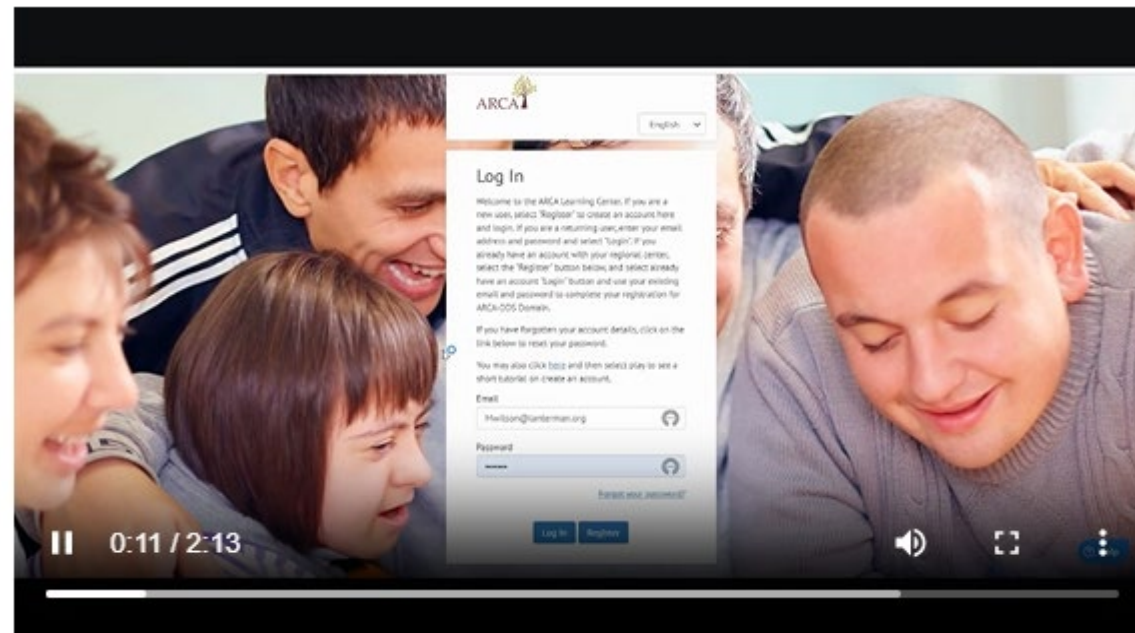
Password

[Forgot your password?](#)

Log In

Register

Welcome to the ARCA Learning Center



Close

Registering for ARCA Learn & Accessing the Training Courses

When registering on ARCA Learn, all DSPs will be required to:

- Enter their employers' vendor number, (whomever the DSP receives their paycheck from), **and**
- Choose the name of the regional center associated with the vendor number

DSP Training Stipend Process 7

The DSP will go to the ARCA Learn platform and register/sign in.



The DSP will complete an approved course.



The DSP will submit a brief survey at the end of each training course.



A Certificate of completion will be emailed to the DSP.



The employer will issue the payment no later than three months after the conclusion of the training.

Current DDS Approved Training Courses

Code of Ethics
(Must be taken first)

Informed Decision-
Making

Person Centered
Supports: DSPs and
the HCBS Final Rule

All trainings are video based and less than one hour each.

Continuing Education Units (CEUs)

All trainings offered as a part of the DSP Training Stipend Program can be credited towards meeting Continuing Education Unit (CEU) requirements through Community Care Licensing.



Can DSPs take the training courses during work hours?

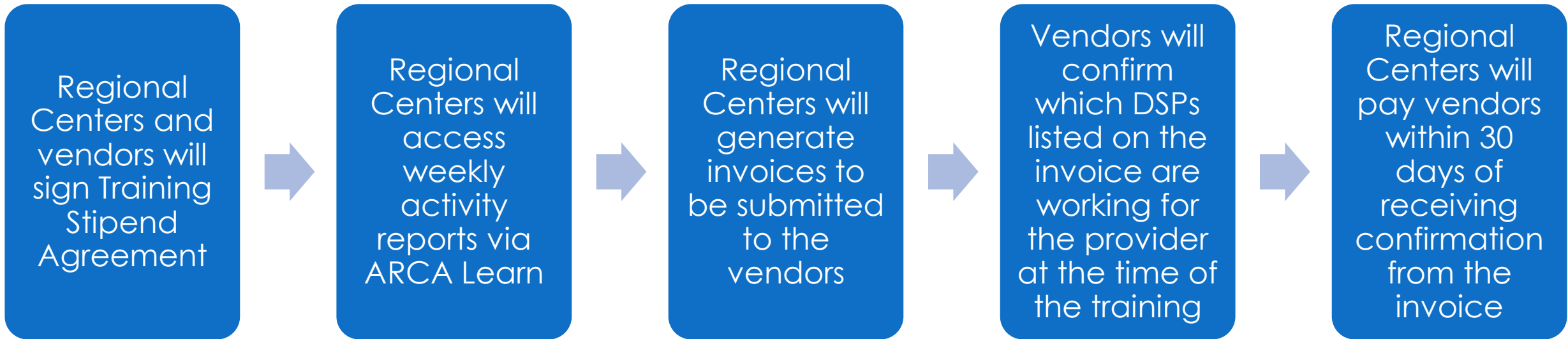
DSPs can take the trainings during regular work hours, but they should first check with their employer.

Reminder: A \$150 administrator fee is intended to cover costs which may include, but are not limited to, employer payroll taxes, wages while the employee completes the training course, etc.



Billing and Payment Processes

Billing and Payment Processes



Billing and Payment Processes | 1

Providers will receive a \$150 administrative fee for each \$625 stipend paid



Subcode "T\$" will be used for the DSP Training Stipend Program



Per WIC section 4699.2(d), DSPs must be paid no later than three months after the conclusion of the training

Billing and Payment Processes |

DIRECT SERVICE PROFESSIONAL (DSP) TRAINING STIPEND AGREEMENT

| | |
|-------------------|--------|
| Regional Center: | |
| Vendor Name: | |
| Vendor Phone #: | |
| Vendor Address: | |
| Vendor E-mail: | |
| Vendor Number(s): | |
| Service Code: | |
| Sub-Code: | T\$kxx |

Regional centers shall reimburse vendors for DSPs who complete approved training courses through ARCALearn, which are designed to enhance the quality of services provided to individuals with developmental disabilities. For each DSP that completes an approved training course, the DSP's employer will be paid \$775, not to exceed two courses per DSP. Of the \$775, \$625 must be paid as gross wages by the vendor to the DSP and \$150 is to be retained by the vendor for their employer related costs.

For the vendor number/service code identified above, I hereby certify that \$625 of the \$775 reimbursement amount will be paid as gross wages to the DSP who completed the approved training courses.

Frequently Asked Questions

Frequently Asked Questions |

Q1: If I am a DSP that took part in the California Department of Social Services IHSS Career Pathways Program or the California Department of Aging CalGrows Program, am I eligible to participate in the DDS DSP Training Stipend Program?

Q2: If I am a DSP at an Intermediate Care Facility that serves individuals with developmental disabilities and is vendored by a regional center, am I eligible for the DDS DSP Training Stipend Program?

Q3: If I am a regional center Vendor, do I have to pay my DSPs before I receive reimbursement from the regional center?

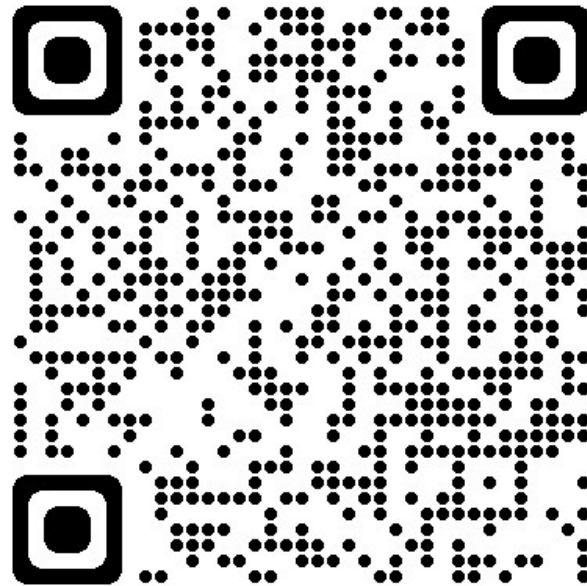
Q4: Does an employee of a regional center vendored day program qualify for the DSP Training Stipend Program?

Q5: I have a DSP that works for more than one regional center vendor, how do they get paid?

Spread the Word

The DSP Training Stipend Program is for all DSPs and Clinical Staff who meet the eligibility requirements.

Tell your colleagues about this wonderful opportunity!



For More Information

Visit the DDS Website

<https://www.dds.ca.gov/initiatives/workforce-initiatives>

Click on the “DSP Training Stipend Program” tab
about half-way down on the page

For additional information, please contact your regional center.

Questions and Answers

