



## DIRECT SERVICE PROFESSIONAL (DSP) TRAINING STIPEND PROGRAM

DSPs may receive up to two **\$625 (before taxes) stipends** when they complete online training courses approved by the Department of Developmental Services.

DSPs can register for the training stipends at <https://provider.arcalearn.org>

The Training Stipend Program **ends June 30, 2024, and all courses must be completed by that date.**

### **Q1. Who is eligible for the DSP training stipend?**

A1. DSPs, including some frontline supervisors and clinical staff, who meet the following are eligible for the training stipend:

- Work as a paid DSP an average of 10 hours or more per week;
- Perform direct support tasks like skills development, guidance, and personal assistance to individuals served by a regional center as a regular part of their job duties;
- Spend at least 50% of work hours doing direct support tasks; and
- Are employed by a regional center vendor, or by a participant in the Self-Determination Program.

For the purpose of this training stipend program, 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 (with the exception of DSPs working in ICF/DD, ICF/DD-H, ICF/DD-N, ICF/DD-CN), health insurance or a school district;
- Those who only provide intermittent service such as home modification, and/or meal delivery services;
- Staff hired through 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.

- Q2. What information is needed to register for the training stipends?**  
A2. DSPs will need their employer's vendor number, the vendor's name, and the regional center associated with the vendor number. DSPs should ask their employer for this information before attempting to register for the Training Stipend Program. It is the DSP's responsibility to ensure the vendor number used to register on ARCA Learn is accurate.
- Q3. I am a DSP for a Self-Determination participant, am I eligible for the training stipend?**  
A3. Yes. You must use the vendor number and name of the employer that pays your wages when registering for the trainings.
- Q4. I am a DSP for a regional center consumer receiving Participant-Directed Supports. Am I eligible for the training stipend?**  
A4. Yes. You must use the vendor number and name of the Financial Management Service that pays your wages when registering for the trainings.
- Q5. Which training courses can I take to get the training stipend?**  
A5. DSPs can receive up to two training stipends for completing Department approved online courses available in the ARCA Learning Center at <https://provider.arcalearn.org>. Taking the *Code of Ethics* training produced by the National Alliance for Direct Support Professionals (NADSP) is required for the first payment. After taking the *Code of Ethics* training, DSPs may choose any other Department approved courses on ARCA Learn for the second stipend. A list of Department approved online courses can be found under the DSP Training Stipend Program tab found [here](#).
- Q6. How will my personal and training information be used?**  
A6. Personal identifying information will not be tracked, analyzed, or shared. Information from the post-training survey will be used to make improvements to the trainings and the learning management system.
- Q7. Will the training count as Continuing Education Units (CEUs) required by Community Care Licensing?**  
A7. Yes, the trainings offered as a part of this program will count towards CEUs for Community Care Licensing.
- Q8. Who will pay me after I complete the training and how long will it take?**  
Q8. Your employer will pay you within three months after the training. You should let them know you completed the training, and they can check with the regional center to get information on how to get the money for you.
- Q9. How will I get the training stipend if I work for more than one employer at the same time?**  
A9. The employer you identified when you registered for the training will pay you the stipend.
- Q10. Will I have to pay taxes on the training stipend payments?**  
A10. Yes

**Q11. How long are the training courses?**

A11. The online training courses are about one hour long but can be paused and resumed at the DSP's convenience.

**Q12. When can I take the trainings?**

A12. The online training courses can be taken any time before June 30, 2024.

**Q13. Can I take the training during regular work hours?**

A13. DSPs can take trainings during regular work hours, but they should first check with their employer.

**Q14. Can I get the training stipends if I take the training outside of regular work hours?**

A14. Yes.

**Q15. Is this training part of the Direct Support Professional (DSP) University?**

A15. The DSP Training Stipend Program is not a part of the DSP University. The DSP Training Stipend Program is time-limited and will be operational through the end of June 30, 2024.

**Q16. I work for a transportation provider. Am I eligible for the training stipend?**

A16. If you work for a vendored transportation provider and meet the requirements in Question 1, you are eligible.

**Q17. I am a DSP for an ICF/DD, or an ICF/DD-H, or an ICF/DD-N, or an ICF/DD-CN. Am I eligible for the training stipend?**

A17. If you work for one of the facility types listed and meet the requirements in Question 1, you are eligible.

**Q18. I have not attended the informational webinar provided by the Department of Developmental Disabilities. Am I still eligible for the training stipend?**

A18. Yes, you do not need to attend the informational webinar to be eligible for the training stipend.

