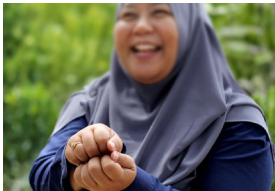


# Direct Service Professional (DSP) Training Stipend Webinar for DSPs

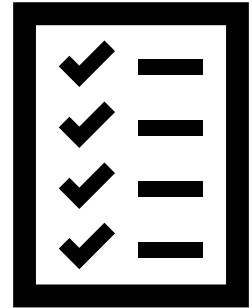


January 18, 2024



# AGENDA

- Purpose and Summary of the DSP Training Stipend Program
- DSP Training Stipend Eligibility
- DSP Training Stipend 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:

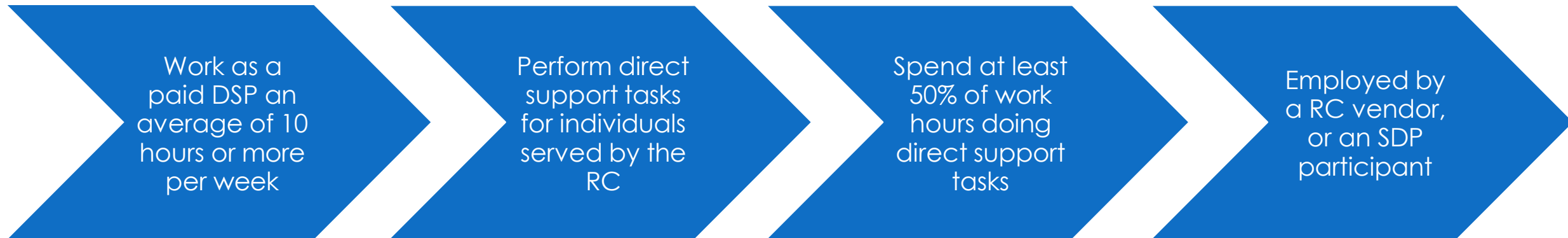
- DSPs can receive up to two \$625 (before taxes) stipends when they complete approved training courses through June 30, 2024.



# DSP Training Stipend Eligibility

# DSP Training Stipend Eligibility

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

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, and 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 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

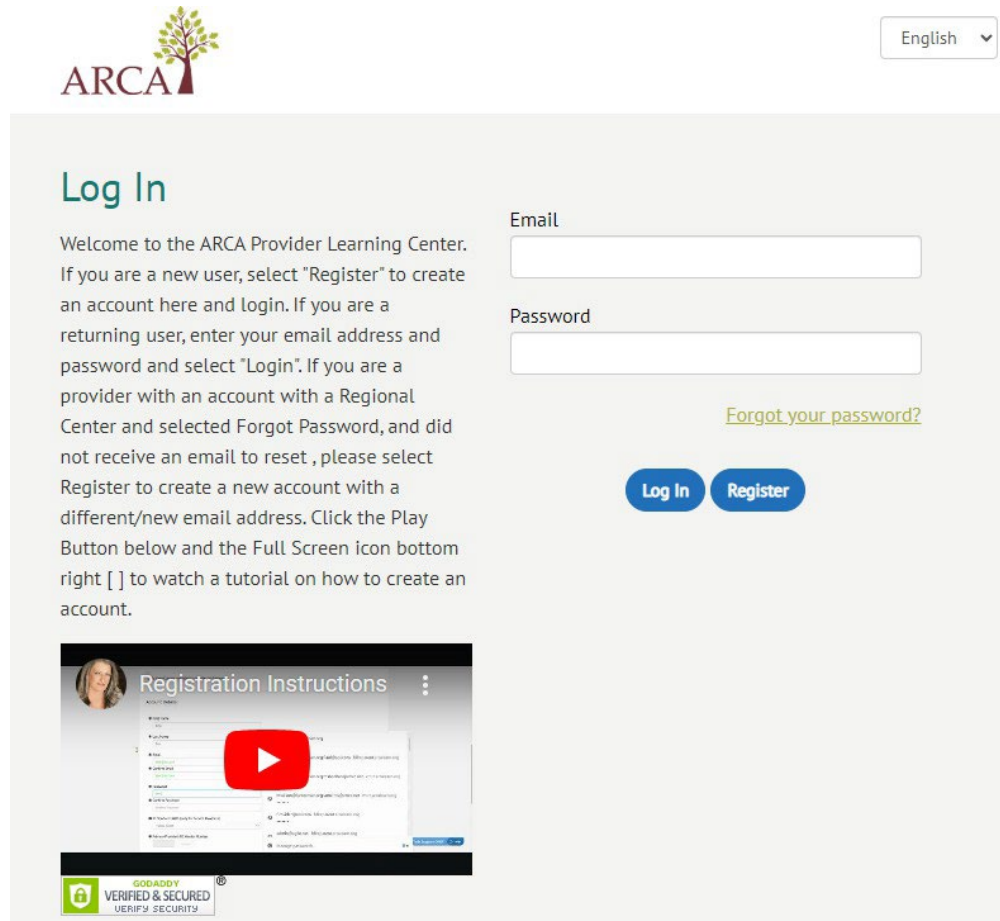
## **ARCA Learn Introduction**

The Association of Regional Center Agencies (ARCA) promotes, supports, and advances regional centers in achieving the intent and mandate of the Lanterman Developmental Disabilities Services Act.

ARCA has offered DDS the use of its Learning Management System (LMS), called ARCA Learn, to host the DSP Training Stipend Program courses.

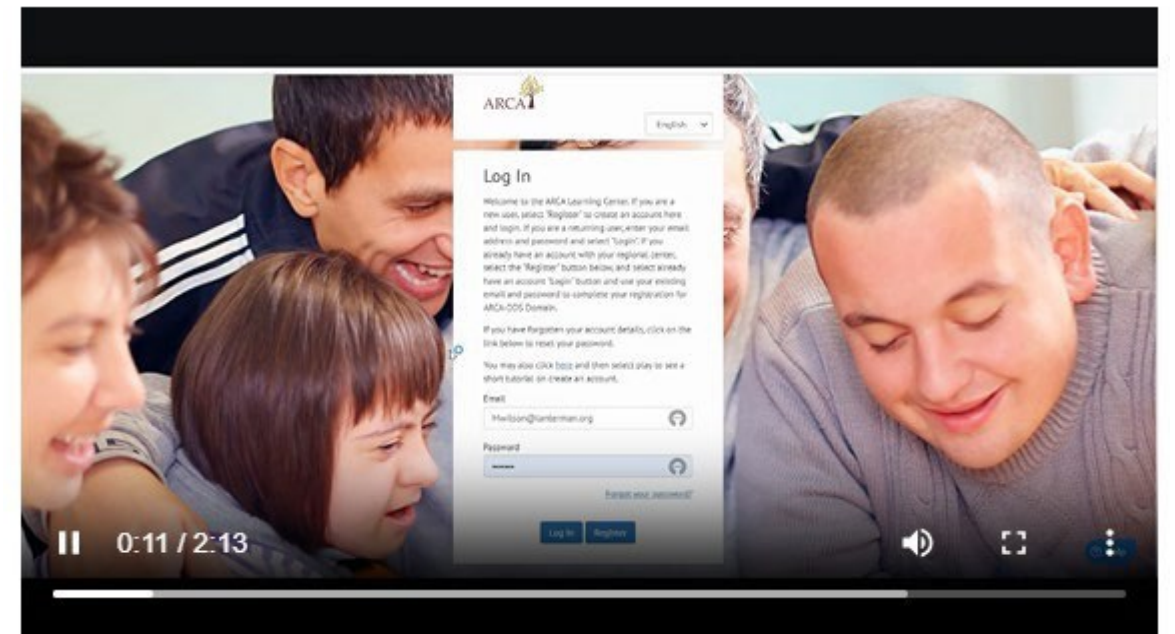
# DSP Training Stipend Process

## Accessing the Training Courses



The screenshot shows the ARCA Learning Center login page. At the top left is the ARCA logo with a tree icon. To its right is a language dropdown menu set to "English". Below the logo is the heading "Log In" and a welcome message: "Welcome to the ARCA Provider 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 are a provider with an account with a Regional Center and selected Forgot Password, and did not receive an email to reset, please select Register to create a new account with a different/new email address. Click the Play Button below and the Full Screen icon bottom right [ ] to watch a tutorial on how to create an account." Below the text are two input fields for "Email" and "Password", a link for "Forgot your password?", and two buttons: "Log In" and "Register". At the bottom left is a video player for "Registration Instructions" with a red play button and a Godaddy security logo.

## Welcome to the ARCA Learning Center



The screenshot shows a video player with a close button (X) in the top right corner. The video content displays the ARCA Learning Center login page, which is identical to the one shown in the previous screenshot. The video player includes a play/pause button, a progress bar showing "0:11 / 2:13", and volume and full-screen controls.

Close

# DSP Training Stipend Process

## How to register:

- Enter required information, such as name, email, create a password, etc.
- Select the regional center from the pull-down list – this must be done first.
- Enter the vendor number provided by your employer. Typically, these are six characters long and might include letters and numbers. Do not use extra spaces or characters.
- Select the “Validate” button.
  - This should display your employer's name. If the name shown is not your employer, select the back button or refresh the page to start over. If the employer's name is still incorrect, stop the registration process and ask your employer to confirm their vendor number.
  - You will not be able to change the vendor number after it has been validated.
- You can select the “Help” button in the right lower corner of your screen for assistance with registration.

# DSP Training Stipend Process

The screenshot shows a web browser window with the URL <https://provider.arcalearn.org>. The page header features a banner image of three people smiling, with the text "Association of Regional Center Agencies Learning Center" and "Access training and resources for providers. [Click Here to Browse the Catalog](#)".

The main content area contains four white cards with blue text and buttons:

- Browse Catalog**: "Browse the Catalog for all training or filter by type of training or topics to narrow your search." [Click Here](#)
- My Learning Activities**: "Click here to access all of the learning activities you are currently taking or have completed." [Click Here](#)
- My Transcripts**: "View a transcript listing of all courses you have completed over time." [Click Here](#)
- DDS Approved Courses for DSP Training Stipend Program**: "Learn more about eligibility for this time limited online training program." [Click Here](#)

A large blue arrow points to the "Click Here" button in the fourth card. At the bottom right, there is a "Tech Support ONLY: [Help](#)" button.

# DSP Training Stipend Process

Go to ARCA Learn and register/sign in.

Courses are offered online only at: <https://provider.arcalearn.org>

Complete an approved course.

Submit a brief survey at the end of each training course.

A certificate of completion will be emailed to the you.

Your 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.*

## 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.



# DSP Training Stipend Process

## A few reminders:



The DSP Training Stipend Program is time-limited and all courses must be completed by June 30, 2024



DDS-approved courses are offered online only at:  
<https://provider.arcalearn.org>



You must register with ARCA Learn in order to access the courses for the DSP Training Stipend Program



You will need you Employer's vendor number and the name of the regional center they are affiliated with

# 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 with a regional center, am I eligible for the *DDS DSP Training Stipend Program*.

**Q3:** How will I get the training stipend if I work for more than one vendor at the same time?

**Q4:** I work for a transportation provider that is vendored with the regional center. Am I eligible for the training stipend?

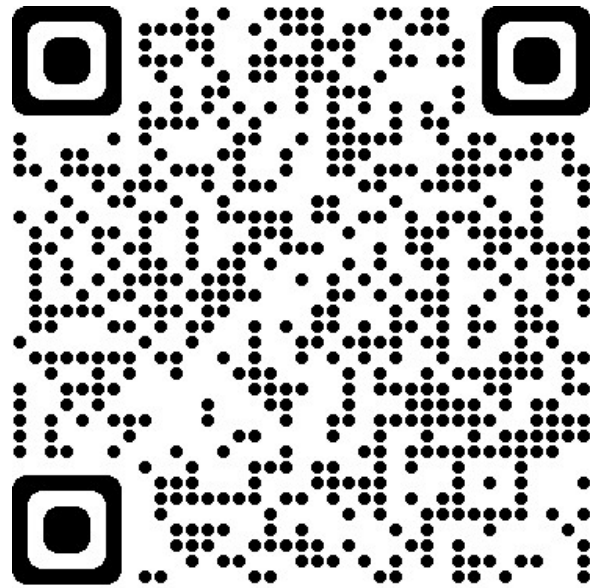
**Q5:** I am a DSP for a Self-Determination participant, am I eligible for the training stipend?

**Q6:** I am a DSP for an individual receiving regional center services through Participant-Directed Supports. Am I eligible for the training stipend?

# 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!



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.