

December 04, 2025

D-2025-Quality Incentive Program-021

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: QUALITY INCENTIVE PROGRAM – EMPLOYMENT ACCESS  
INCENTIVE PAYMENTS FOR QUARTER 4 OF FISCAL YEAR 2024-25

As described in the Department of Developmental Services' (Department) [September 2024 letter](#), the Quality Incentive Program (QIP) Employment Access measure collects data on the number of adults achieving competitive integrated employment and retaining employment through information submitted by service providers participating in the QIP.

This directive provides instructions for regional centers to distribute incentive payments to eligible service providers who met the requirements of this measure during the last quarter of the 2024-25 fiscal year, based upon data received by the Department between April 1, 2025 and September 15, 2025.

### **Incentive Payment Processing**

Regional centers are expected to issue incentive payments within 90 days of this directive. Payments should be made under Fiscal Year 2023-24 (the State is using oldest funds first, so the fiscal year is correct) according to the subcodes shown in the spreadsheet workbooks (QI304, QI6M4, QPI30, QPI6M, QSM30, QSM6M) uploaded to the Regional Center Portal SharePoint site.

All payments made under the QIP are subject to fiscal review and/or audit. Please share these instructions with your administrative and fiscal staff responsible for issuing payments to providers.

Service providers should contact their regional center with any questions. Questions from regional centers may be directed to [QIPquestions@dds.ca.gov](mailto:QIPquestions@dds.ca.gov).

Sincerely,

*Original Signed by:*

AARON CHRISTIAN  
Chief, Population Risk, Quality Assurance, and Data Operations

cc: Regional Center Administrators  
Regional Center Directors of Consumer Services  
Regional Center Community Service Directors  
Association of Regional Center Agencies