

WRC PIP and CIE Information Session (New Updates)

February 9, 2022

Agenda

- ▶ Welcome
- ▶ PIP Purpose
- ▶ PIP Implementation and Funding
- ▶ PIP Planning and Budget Sheet
- ▶ PIP Placement Incentive Funding
- ▶ PIP Additional Information
- ▶ Employer of Record
- ▶ PIP Reimbursement Process
- ▶ PIP Exit/Completion
- ▶ CIE Incentive Updates
- ▶ CIE Incentive Funding Request
- ▶ Q & A

Paid Internship Program (Purpose)

- ▶ Welfare and Institutions (W&I) Code section 4870 was amended as of July 16, 2021, pursuant to Assembly Bill 136.
- ▶ W& I Code section 4870(d) authorizes funding to the Department of Developmental Services (Department) for a paid internship program (PIP).
- ▶ Purpose:
 - ▶ The purpose of the program is to increase the vocational skills and abilities of consumers who choose, through the Individual Program Plan (IPP) process, to participate in a paid internship.
- ▶ Goals of this program include:
 - ▶ The acquisition of experience and skills for future paid employment.
 - ▶ Or for the internship itself to lead to full- or part-time paid employment in the same job.
- ▶ Internships are predicated on the person-centered planning process. A individual may participate in more than one paid internship, as determined through the IPP process.

PIP Implementation and Funding Updates

▶ Internship Funding

- ▶ As of July 16, 2021, the revised funding guidelines for the PIP are as follows [W&I Code sections 4870(a)(1) to (3)]:
 - ▶ (1) Internships shall not exceed **1,040 hours** per year for each individual placed in an internship.
 - ▶ (2) Payments for internship hours under this program shall include all required employer-related costs.
 - ▶ (3) Individuals participating in an internship shall be paid at or above **minimum wage** and equal to the **customary wage** paid by the employer for the same or similar work performed by individuals who do not have disabilities.
 - ▶ (4) The sub-code “**PIPW**” will be added to existing service codes to indicate payment of wages and employer-related costs.
- ▶ Current paid internships that began prior to July 16, 2021, should be converted to the maximum number of hours (1,040), including the number of hours already completed.

WRC PIP Planning and Budget Sheet (Updates)

- ▶ **Total Hourly Reimbursement Rate** will be individualized per internship based on *PIP Planning and Budget Sheet*.
 - ▶ Payments for internship hours under this program shall include all required employer-related costs.
 - ▶ Total Hourly Reimbursement rate will be individualized per internship and should reflect the commensurate wage of each internship position obtained.
 - ▶ Total Hourly Reimbursement Rate will also include payroll costs calculated in the *Paid Internship Program and Planning Budget* per individual.
 - ▶ Internships shall not exceed 1,040 hours per year for each individual placed in an internship.
- ▶ Service provider completes and submits PIP Planning and Budget Sheet for individual internship minimum 2 weeks prior to internship start date via email to WRC QAES, Lidenira Amador at lideniraa@westsiderc.org.
- ▶ (see *PIP Planning and Budget sheet example*)

PIP Placement Incentive Funding (New)

- ▶ W&I Code sections 4870(a)(4) and (5) authorize payments to regional center service providers for placement of an individual in a paid internship.
 - ▶ (1) A payment of **seven hundred fifty dollars (\$750)** shall be made to the regional center service provider if both of the following apply:
 - ▶ The regional center provider places an individual in a paid internship opportunity on or after **July 1, 2021**.
 - ▶ That individual remains in the paid internship after **30 consecutive days**.
 - ▶ (2) An additional payment of **one thousand dollars (\$1,000)** shall be made to the regional center provider for an individual described in paragraph (1) who remains in the paid internship for **60 consecutive days** from the date of placement.
- ▶ The sub-code “**PIP30**” will be added to existing service codes to indicate achievement of the 30-day milestone.
- ▶ The sub-code “**PIP60**” will be added to existing service codes to indicate achievement of the 60-day milestone.

Requesting PIP Placement Incentive Funding (New)

- ▶ To request PIP placement incentive milestones a **WRC PIP Placement Incentive Vendor Request Form** must be completed by Service Provider and submitted via email, along with supportive documentation (i.e. paystubs or payroll records) in alignment with milestone completion date to WRC QAES, Lidenira Amador at lideniraa@westsiderc.org.

PIP - Additional Information

- ▶ Internship funds may be available for individuals for a variety of models, including **self-employment enterprises** and **apprenticeships**, and other business opportunities that can lead to future paid employment.
- ▶ All businesses participating in the Paid Internship program must operate in Compliance with California State laws.
- ▶ Individuals 18-22 years of age who are in school and interested in participating in the paid internship program may be eligible, however Regional Centers must comply with WIC Section 4648.55.
- ▶ Service Provider must have **approved addendum** to program design describing services and **supports** created to assist individuals in achieving person-centered goal of paid internships.
- ▶ There is **no minimum or maximum hour** requirement.

Employer of Record

The intern is paid by the employer of record, established in one of the 3 following ways:

1. **By employer (paid internship entity):**

- ▶ The employer is responsible by paying payroll and mandated employer costs.
- ▶ The employer bill, and is reimbursed by, the service provider placing and supporting the individual in the paid internship.
- ▶ The service provider bills the regional center.

2. ***By Financial Management Services (FMS):**

- ▶ The employer provides the FMS with an accounting of wages and associated mandated employer costs.
- ▶ The FMS acts as the employer of record and is responsible for payroll and mandated employer costs.
- ▶ The FMS bills, and is reimbursed by, the regional center.

3. **By service provider:**

- ▶ The employer provides the service provider placing and supporting the individual for wages and associated mandated employer costs.
- ▶ The service provider pays the individual for wages and associated mandated employer costs as represented by the employer.
- ▶ The service provider bills, and is reimbursed by, the regional center.

PIP - Reimbursement Process (Updates)

- ▶ Employer of Record
 - ▶ Monthly e-billing for the internship costs in 1 month increments, with supporting required documentation (i.e. paystubs or payroll records) submitted as attachments to e-billing.
- ▶ Copies of supportive documentation needed for initial request:
 - ▶ Form 940: FUTA Tax Return
 - ▶ EDD DE9 Quarterly report form
 - ▶ Workers Compensation rate/letter (%)

PIP Exit/Completion

- ▶ Upon completion of internship, Service Provider submits PIP Exit report to QAES, Lidenira Amador at lideniraa@westsiderc.org.
- ▶ Form must be completed and submitted within 14 days at the end of the internship.



Competitive Integrated Employment (CIE) Incentives (For Service Providers)

Who is eligible for CIE Incentives?

- ▶ Service providers that have an **approved CIE Addendum**.
- ▶ Service providers that have secured a CIE placement for an individual in accordance with the following milestones:
 - ▶ **30** consecutive days
 - ▶ **6** consecutive months
 - ▶ **12** consecutive months
- ▶ Welfare and Institutions (W&I) Code section 4870 (Enclosure A) was amended as of July 16, 2021, pursuant to Assembly Bill 136.
- ▶ Competitive integrated employment (CIE) is full or part-time work for which an individual is paid minimum wage or greater in a setting with others who do not have disabilities.
- ▶ Section 4870(d) authorizes funding to the Department of Developmental Services (Department) for incentive payments to providers for placement and retention of regional center consumers, consistent with a consumer's Individual Program Plan (IPP).

CIE Funding (Updates)

- ▶ Incentive payments shall be made to the service provider who, on or after July 1, 2016, places an individual into CIE as described in W&I Code sections 4851(o) and 4868(d) and the individual is still competitively employed for the specified milestones of 30 consecutive days, six consecutive months, and 12 consecutive months.
- ▶ Effective **July 1, 2021** until **June 30, 2025**, the CIE incentive payments for each milestone reached during this time period is as follows:
 - ▶ (1) A payment of **two thousand dollars (\$2,000)** if the individual is still engaged in CIE after **30 consecutive days**, as described in W&I Code sections 4851(o) and 4868(d).
 - ▶ (2) An additional payment of **two thousand five hundred dollars (\$2,500)**, if the individual in paragraph (1) remains in CIE for six consecutive months.
 - ▶ (3) An additional payment of **three thousand dollars (\$3,000)**, if the individual in paragraph (2) remains in CIE for 12 consecutive months

CIE Funding (Updates)

- ▶ These **increased milestone payments** will only apply to **milestones reached** within the time period of **July 1, 2021 through June 30, 2025**. The CIE placement and earlier milestone payments may have occurred prior to July 1, 2021.
- ▶ Regional centers shall verify the required duration in the job placement for each incentive payment before funds are provided to the service provider.
- ▶ Payments made pursuant to the incentive program shall not be made in addition to the placement payments pursuant to W&I Code section 4860(d).
- ▶ A service provider supporting an individual in a paid internship program is not eligible for the above incentives until the individual transitions to CIE [W&I Code section 4870(g)].

CIE Funding (Updates)

- ▶ For CIE incentive payment milestones that are reached from **July 1, 2021 until June 30, 2025**, the following sub-codes will be utilized:
 - ▶ “EMPP” for placement incentive after **30 consecutive days**
 - ▶ “EMP6” for **six consecutive months’** incentive
 - ▶ “EMP12” for **12 consecutive months’** incentive
- ▶ For CIE incentive payment milestones achieved **prior to July 1, 2021**, the following sub-codes and payment amounts should continue to be utilized:
 - ▶ “CIEP” for placement incentive after **30 consecutive days** (\$1,000)
 - ▶ “CIE6” for **six consecutive months’** incentive (\$1,250)
 - ▶ “CIE12” for **12 consecutive months’** incentive (\$1,500)

Requesting CIE Incentive Funding

- ▶ Service Provider submits *WRC CIE Incentive Request Form* via email to QAES, Lidenira Amador at lideniraa@westsiderc.org.
- ▶ Supportive Documentation in alignment with CIE milestone date must be provided with request.
 - ▶ Copy of paystub(s) including date of milestone completion (30 day, 6 month, 1 year).
 - ▶ For 30 day CIE Incentive request, copy of initial paystub is needed to verify start/hire date.
 - ▶ If copies of paystub are not available *WRC Employment Verification Form* (signed by Employer) can be provided.

Thank You

The background features abstract, overlapping geometric shapes in various shades of blue, ranging from light sky blue to deep navy blue. These shapes are primarily located on the right side of the frame, creating a modern, layered effect against the white background.