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July 14, 2023

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: QUALITY INCENTIVE PROGRAM – EMPLOYMENT ACCESS
INCENTIVE PAYMENTS

The Department of Developmental Services' (Department) September 23, 2022 [correspondence](#) describes the Quality Incentive Program (QIP) for service providers. On October 10, 2022, the Department issued a [correspondence](#) describing the QIP Employment Access measure.

This correspondence is effective through June 30, 2024, and provides detailed information regarding service providers' eligibility, reporting requirements and logistics, and issuance of incentive payments.

Service providers may claim QIP Employment Access incentive payments for individuals who attained competitive integrated employment (CIE) jobs on or after July 1, 2022. To participate in Employment Access incentives, service providers must complete and submit the enclosed form (Incentive Certification and Payment Form) to the Department at QIPEmpAccess@dds.ca.gov.

The Enclosure is to be used to:

- a. Establish eligibility for the Achieve CIE Placement incentive for the 30-day and 6-month periods.
- b. Request incentive payments for each eligible consumer who meets any of the measure's incentives.

Note: Service providers are eligible to request incentive payments starting with the fifth (5th) consumer to maintain CIE job placement for 30 days and must identify the first four (4) consumers with their first submission.

Documentation for Incentive Payment

Service providers are required to attest to the accuracy and validity of the information they submit. The Department will review the submitted information and process incentive payment allocations to regional centers. Reported data will be reviewed for completeness. After the data submitted by service providers has been reviewed, the Department will instruct regional centers to issue incentive payments, as appropriate, to each eligible vendor, based on each unique vendor number.

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Incentive Payment Processing

Please refer to the Department's October 10, 2022 [correspondence](#) for incentive amounts. A service provider may be eligible for multiple incentive payments if a consumer meets more than one of the criteria described below. For incentives achieved on or after July 1, 2022, the following sub-codes shall be utilized. These sub-codes are available for use now:

- 1) After a service provider assists four (4) consumers to achieve CIE for 30 consecutive days, for each subsequent consumer:
 - "QI304" for continued employment for 30 consecutive days in CIE
 - "QI6M4" for continued employment for six (6) consecutive months in CIE

- 2) For each consumer who exits an internship through the Paid Internship Program pursuant to Welfare and Institutions Code section 4870:
 - "QPI30" for continued employment for 30 consecutive days in CIE
 - "QPI6M" for continued employment for six (6) consecutive months in CIE

- 3) For each consumer who exits sub-minimum wage employment [14(c) certificate]:
 - "QSM30" for continued employment for 30 consecutive days in CIE
 - "QSM6M" for continued employment for six (6) consecutive months in CIE

Training and Information

The Department will provide training webinars on August 23, 2023, and August 31, 2023, for regional centers and service providers, to explain the details of these measures, reporting requirements and logistics, and issuance of incentive payments. The Department strongly encourages service providers and regional centers to attend these training sessions.

For questions regarding this QIP measure or the incentive payments, please email QIPQuestions@DDS.CA.gov.

Sincerely,

Original Signed by:

PETE CERVINKA
Chief, Data Analytics and Strategy

Enclosure

cc: See next page.

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cc: Regional Center Administrators
Regional Center Directors of Consumer Services
Regional Center Community Services Directors
Association of Regional Center Agencies
Nancy Bargmann, Department of Developmental Services
Brian Winfield, Department of Developmental Services
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