

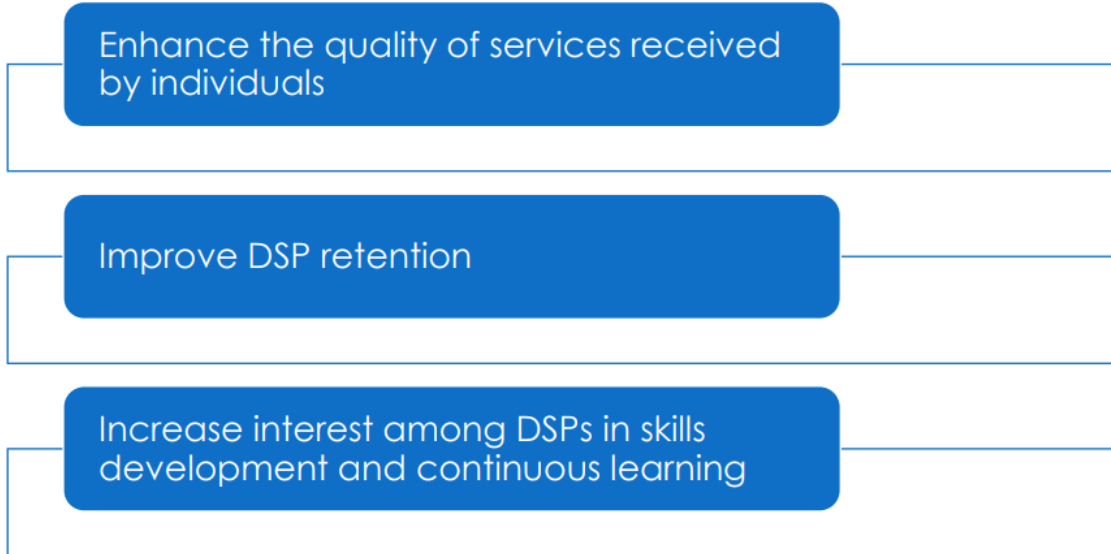


DIRECT SERVICE PROFESSIONAL (DSP) TRAINING STIPEND PROGRAM

DSP Training Stipend Program:

• DSPs can receive up to two \$625 (before taxes) stipends when they complete approved training courses through June 30, 2024. Providers are eligible to receive \$150 for employer related costs.

Purpose:



DSP Stipend Eligibility

To be eligible for the training stipend, DSPs, including some frontline supervisors and clinical staff, must meet the following eligibility requirements



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, health insurance, or a school district; ICF-DD, ICF-DDN, ICF-DDH are the only exceptions
- 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

Training Program Procedures:

1. Provider will contact DSPT rainingStipend@ELARC.org to initiate the Training Stipend Process
2. ELARC will email Training Stipend Agreement via Sign Now link.
3. ELARC POS Supervisor will notify Rates and Vendorization Coordinators to enter T\$XXX sub-code in the rate table
4. DSP to create ARCA Learn account: <https://provider.arcalearn.org/>
5. DSP to complete approved training course, and brief survey
6. DSP to receive a Certificate of Completion via email
7. Employer will issue payment
8. ELARC will access weekly activity reports via ARCA Learn every Monday – and verify completion
9. ELARC will generate invoices
10. ELARC will pay vendors within 30 days of receiving confirmation from the invoice

Billing Process:



The regional center email address that vendors can use to submit payment inquiries is: DSPworkforce@sdrc.org

More information can be found at: <https://www.dds.ca.gov/initiatives/workforce-initiatives>

Approved DSP training courses are available in the ARCA Learning Center at: <https://provider.arcalearn.org>

To register, the DSP must input their employer's vendor number, verify the vendor's name, and input the name of the regional center associated with the vendor number.