

## **The Office of Developmental Programs (ODP) Prepares to Participate in the 2023 National Core Indicators (NCI) State of the Workforce (SoTW) Survey**

### **ODP Announcement 23-089**

#### **AUDIENCE:**

All ODP Service Providers employing Direct Service Professionals (DSPs)

#### **PURPOSE:**

To inform stakeholders of ODP's participation in the 2023 NCI SoTW survey and to request confirmation of current contact information from eligible providers.

#### **DISCUSSION:**

ODP recommends that qualified providers employing DSPs participate in the 2023 SoTW survey. This voluntary and anonymous survey is crucial and includes questions relating to the volume, stability, compensation, and benefits of DSPs serving adults 18 years of age and older. DSPs are extremely critical to the service system and the DSP workforce is experiencing challenges, such as high turnover and high vacancy rates, which affect provider agencies immensely.

The Human Services Research Institute (HSRI), which oversees the NCI Project, has outlined criteria for agencies to determine whether their staff can be considered DSPs.

**DSPs are:**

- Paid staff whose primary job responsibility is to provide support, help with skills development, guidance, or personal assistance at any location or during any activity (i.e., at home, at leisure activities, at work, during recreational activities, etc.) to adults with Intellectual or Developmental Disabilities (IDD).
- Paid staff who spend at least 50% of their hours doing direct support tasks. Their primary job responsibility and more than 50% of their hours are spent doing direct support work.
- People with some supervisory responsibilities—but only if more than 50% of their hours are spent doing direct support tasks.
- Regarding host/foster/family home arrangements: respond only about direct support workers (DSWs) who are employed and work in addition to the primary shared living/foster care provider.

**DSPs are not:**

- Clinically licensed staff (therapists, nurses, social workers, psychologists, etc.)
- Behavior specialists, behavior technicians or behavior clinicians (Board Certified Behavior Analyst [BCBA])
- Those who only provide transportation, home modifications, and/or meal delivery.
- Contract or 1099 workers.
- On-call or Private Residential Nursing (PRN) workers.
- Staff hired through a temporary personnel agency.

- Admin staff or supervisory staff, unless they spend 50% or more of their time doing direct support work.

In preparation for participation, ODP requests that eligible provider agencies review the attached provider list to verify that the recommended Human Resources or Payroll Office contact information is listed. If the information is not correct or if an agency employing DSPs in 2023 is not listed, please contact ODP to provide the information by **December 15, 2023**.

ODP will issue additional information regarding the survey prior to the survey portal's opening in February 2024.

ODP is eager to again participate in this vitally important project. Provider participation will assist ODP to make sound policy decisions regarding Pennsylvania's DSP workforce.

**CONTACT:**

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**ATTACHMENT:**

*NCI SoTW Provider List 2023*