



The Office of Developmental Programs (ODP) Prepares to Participate in the 2024 National Core Indicators® (NCI®) State of the Workforce (SoTW) Survey

ODP Announcement 24-112

AUDIENCE:

All ODP Service Providers employing Direct Support Professionals (DSPs)

PURPOSE:

To inform stakeholders of ODP's participation in the 2024 National Core Indicators® Intellectual and Developmental Disabilities (NCI®-IDD) State of the Workforce (SoTW) survey and to request confirmation of current contact information from eligible providers.

DISCUSSION:

The National Association of State Directors of Developmental Disabilities Services (NASDDDS) and the Human Services Research Institute (HSRI) implemented the SoTW survey in 2014 to enable states to examine workforce challenges, identify areas for further exploration, benchmark statewide workforce data, and measure improvements made through policy or programmatic changes. In 2020, ODP began participating in the SoTW Survey; participation was anonymous and voluntary for all eligible providers.

Beginning in 2024, Residential Performance-Based Contracting (PBC) for providers in the Select and Clinically Enhanced tiers, in accordance with performance measure WF 03.3, will “participate in the NCI®-IDD State of the Workforce Survey and release provider NCI®-IDD data to ODP to validate turnover and other workforce data.” All other eligible providers are strongly encouraged to participate and contribute to the data used to improve the Intellectual/Developmental Disabilities/Autism service system.

The survey includes questions relating to the volume, stability, compensation, and benefits of DSPs serving adults 18 years of age and older. DSPs are essential to the service system; the SoTW survey informs the field about turnover and vacancy rates.

HSRI, which oversees the NCI®-IDD SoTW Survey, outlined the following for agencies to determine if staff meet DSP criteria for inclusion in the survey:

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 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, and
- Regarding host/foster/family home arrangements: respond only about 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 (BCBA)
- Those who only provide transportation, home modifications, and/or meal delivery,
- Contract or 1099 workers,
- On-call or PRN workers,
- Staff hired through a temporary personnel agency, or
- Admin staff or supervisory staff, unless they spend 50% or more of their time doing direct support work.

In preparation, ODP requests that eligible providers review the attached provider list to verify that the appropriate contact information for completion of this survey is listed. It is recommended a provider Human Resources or Payroll Director complete the survey in collaboration with executive leadership. If the information is not correct or if a provider employing DSPs in 2024 is not listed, please contact ODP to provide the information by **Friday, December 13, 2024.**

ODP will issue additional information about participation prior to the survey's online portal being available in February 2025.

CONTACT:

Ms. Lee Stephens, ODP IM4Q/NCI[®]-IDD Statewide Lead, at ra-pwodpim4qnci@pa.gov.

ATTACHMENT:

NCI[®]-IDD SoTW Provider List 2024