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THE 2020 NATIONAL CORE INDICATORS® STAFF STABILITY SURVEY

THIS PAPER VERSION OF THE SURVEY IS FOR REFERENCE. YOUR RESPONSES TO THIS SURVEY **MUST BE ENTERED IN THE ONLINE PORTAL**. PAPER OR SCANNED COPIES WILL NOT BE ACCEPTED.



Survey must be completed in the online data entry system by June 30, 2021

Your state contact is [name]. Please email him/her with any questions at: [email].

BEFORE YOU START

Your agency has been asked to complete this survey because you provide supports to adults (18 and over) with intellectual/developmental disabilities.

We are interested in learning about your state's Direct Support Professional (DSP) workforce—paid workers who provide support, training, supervision, and personal assistance to adults with intellectual/developmental disabilities. DSPs are also commonly known as Direct Support Workers (DSWs).

This survey is being administered by National Core Indicators (NCI) on behalf of your state; state policymakers and advocates will use the data to guide decisions.



IF YOU BELIEVE YOU HAVE RECEIVED THIS SURVEY IN ERROR, PLEASE INFORM THE STATE CONTACT: [EMAIL] AND EXPLAIN WHY

DIRECTIONS

OVERVIEW

The survey asks for information on DSPs who were on your agency's payroll for any period of time from January 1, 2020 to December 31, 2020 and for whom your agency defined or currently defines wages and benefits. (For more information on who is considered a DSP, see "Types of Workers to Consider," below.) We are collecting information on their:

- · Date of hire
- Whether they are currently on staff or if they left/were terminated from the agency during 2020
- Length of employment
- Whether they work full-time or part-time
- Hours and wages
- Benefits, such as paid time off, health insurance, etc.

You may want to have organizational staff in your Human Resources or Payroll departments complete this survey. You may also need information from program directors, so please review the survey questions and seek additional input as needed.

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IMPORTANT DEFINITIONS

TYPES OF WORKERS TO CONSIDER

Most of the questions on this survey are about workers who are employed as **Direct Support Professionals (DSPs)**. DSPs are also commonly known as Direct Support Workers (DSWs).

For the purposes of this survey, DSPs are paid workers whose primary responsibility is to provide direct support to adults with intellectual and developmental disabilities (IDD) and for whom your agency defines wages and benefits directly. Workers hired through a temporary personnel agency, contract, or 1099 arrangement should not be included in your responses.



Include these workers in your responses about DSPs:

- Paid staff whose primary job responsibility is to provide support, training, supervision, and personal assistance to adults with IDD.
- Paid staff who spend at least 50% of their hours doing direct support tasks. They may have some supervisory tasks, but 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.



Do not include these workers in your responses about DSPs:

- Licensed healthcare staff (therapists, nurses, social workers, psychologists, etc.)
- 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
- Admin staff or supervisory staff, unless they spend 50% or more of their time doing direct support work

Regarding host/foster/family home arrangements: Please respond only about DSPs who are employed and work in addition to the primary shared living/foster care provider.

Regarding Fiscal Intermediaries or Employers of Record for DSPs working for people who are self-directing their own services: If your agency functions solely as a fiscal intermediary or employer of record, please do not respond to this survey; instead, email your NCI Staff Stability State Contact listed above.

If your agency functions as a fiscal intermediary/employer of record **and also** provides direct support, please respond only about the DSPs employed by your agency; *do not include* DSPs hired and managed by people/families who are self-directing in your responses.

TYPES OF SUPPORTS

The survey asks about the following supports provided by the DSPs in your agency

Residential Supports I	In-Home Supports	Non-Residential Supports
apartment that is owned or operated by your agency.	Provided to a person in a home or apartment that is not owned or operated by your agency. This includes: • Supports provided to a person in their own private home or apartment, or a private home/apartment they live in with their family, (only if their home or apartment is not owned or operated by your agency). • This category can include homemaker/personal care services (in many states)	Provided in a day program, community program, or work setting. This includes: • Adult day program services and community supports, for example • Job or vocational services (supports to help people who are looking for work or at their paid job—work supports, for example) PLEASE NOTE: Because of COVID-19, many traditionally 'non-residential' supports and services began to be provided in the person's residence/home. If services provided by your agency fit the description above but because of COVID-19 were provided in a person's residence/home, they are still considered "non-residential supports"

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Please answer based on your agency's staffing/payroll as of December 31, 2020, unless otherwise specified.

For the purposes of this survey, DSPs are those whose primary job responsibility is to provide support, training, supervision, and personal assistance specifically to adults with IDD. For more detail, see "Types of Workers to Consider" at the beginning of this survey.

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Agency	Profile	Write-in answer
1.	Agency name or code number (optional):	
2.	Does your agency ONLY support adults with intellectual/developmental disab Yes (GO TO Q4) No (GO TO Q3)	ilities (IDD)?
3.	If NO to Q2, can you isolate wage information, vacancy rates, and benefits for adults with IDD, and can you report on these separately? ☐ Yes → When answering the remainder of this survey, please refer one with adults with IDD ☐ No → Please refer to all DSPs when answering this survey	·
4.	Does your agency only use contract DSPs and/or 1099 DSPs? Answer "YES" if your agency does NOT have any DSPs on regular payroll and yand/or 1099 DSPs ☐ Yes → Please do not continue with the survey ☐ No	our agency only uses contract
5.	Did you have any DSPs providing support for adults with IDD on your payroll of (Do not include DSPs hired through a temp agency, contract DSPs, 1099 DSPs, host-home/foster-care provider) □ Yes □ No → Please do not continue with the survey **Reminders**: For the purposes of this survey, DSPs are those whose primary job support, training, supervision, and personal assistance specifically to adults we please see the instructions under "Types of Workers to Consider" at the begin about the types of positions to include in your responses.	On-Call or PRN DSPs or a primary or responsibility is to provide ith IDD.
6.	Was your agency in operation for at least six continuous months between Jar ☐ Yes ☐ No→Please do not continue with the survey	i. 1, 2020 and Dec. 31, 2020?

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Please answer based on your agency's staffing/payroll as of December 31, 2020, unless otherwise specified.

Residential Supports

For the purposes of this survey, DSPs are those whose primary job responsibility is to provide support, training, supervision, and personal assistance specifically to adults with IDD. For more detail, see "Types of Workers to Consider" at the beginning of this survey.

Non-Residential Supports

In questions 7-13 we will be asking about the following types of supports provided by DSPs to adults with IDD.

In-Home Supports

		• •	• • • • • • • • • • • • • • • • • • • •
your a This in to peo family home	your agency. This includes residential services delivered to people who DO NOT live in their family's home or their own private home/apartment which they rent or own. Residential supports include: Residential Services Residential Services Adult day program services and community supports, for example Job or vocational services (supports to help people who are looking for work or at their paid job—work supports, for example Apartment which they rent or own. Residential Services Active the people who are looking for work or at their paid job—work supports, for example Apartment or own. Apartments or ICFs/ID. Adult day program services and community supports, for example Aport work or at their paid job—work supports, for example Apartment, or a private home/apartment they live in with their family, (only if their home or apartment is not owned or operated by your agency. Adult day program services and community supports, for example PLEASE NOTE: Because of COVID-19, many traditionally 'non-residential' supports and services began to be provided in the person's residence/home. If services provided by your agency in their own private home or apartment they live in with their family, (only if their home or apartment is not owned or operated by your agency). This category can include homemaker/personal care services (in many supports or example)		 community supports, for example Job or vocational services (supports to help people who are looking for work or at their paid job—work supports, for example) PLEASE NOTE: Because of COVID-19, many traditionally 'non-residential' supports and services began to be provided in the person's residence/home. If services provided by your agency fit the description above but because of COVID-19 were provided in a person's residence/home, they are still considered "non-residential supports"
8.	As of Dec. 31, 2020, did your agent Residential supports are defined of Yes No	ncy provide residential supports to	o adults with IDD?
9.	If YES to Q <mark>8</mark> , how many adults wit 2020?	th IDD were receiving residential s i	upports from your agency as of Dec. 31,
10.	, ,	ncy provide in-home supports to a or apartment? <i>In-home supports are</i>	dults with IDD in their own home or e defined above.

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For the purposes of this survey, DSPs are those whose primary job responsibility is to provide support, training, supervision, and personal assistance specifically to adults with IDD. For more detail, see "Types of Workers to Consider" at the beginning of this survey.

11.	If YES to Q10, how many adults with IDD were receiving in-home supports from your agency as of Dec. 31, 2020?	
12.	As of Dec. 31, 2020, did your agency provide 'non-residential' supports and services to adults with IDD? Non-residential supports are defined above.	
	☐ Yes ☐ No	
	PLEASE NOTE: Because of COVID-19, many traditionally 'non-residential' supports and services began to be provided in the person's residence/home. If services provided by your agency fit the description above but because of COVID-19 were provided in a person's residence/home, they are still considered "non-residential supports"	
13.	If YES to Q12), how many adults with IDD were receiving 'non-residential' supports and services from your agency as of Dec. 31, 2020?	
14.	Does your agency provide services that are licensed or certified as an Intermediate Care Facility for people with Intellectual/Developmental Disabilities (ICF/DD)?)
	☐ Yes No	
15.	How many adults with IDD were enrolled in or approved for residential, in-home, and/or non-residential services from your agency on Jan. 1, 2020 ?	
16.	How many adults with IDD were enrolled in or approved for residential, in-home, and/or non-residential services from your agency on Dec. 31, 2020?	
17.	Is your agency (check all that apply):	
	 □ Private for-profit □ Private nonprofit □ Government (city, county or state government, or local government boards). 	
Payro	Il data	
18.	How many DSPs did you have on your payroll as of Jan. 1, 2020?	
	Include DSPs as defined under "Types of Workers to Consider" at the beginning of this survey. Do not include DSPs hired through a temp agency, contract DSPs, 1099 DSPs, On-Call or PRN DSPs or a primary host-home/foster-care provider. Do not include DSPs who were furloughed as of Jan. 1, 2020	
	Furloughed DSPs: A furlough is a mandatory temporary leave of absence after which the employee is expected to return to work or to be restored from a reduced work schedule. Furloughed DSPs are still	

technically employees: they retain their employment rights and generally their benefits.

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Please answer based on your agency's staffing/payroll as of December 31, 2020, unless otherwise specified.

For the purposes of this survey, DSPs are those whose primary job responsibility is to provide support, training, supervision, and personal assistance specifically to adults with IDD. For more detail, see "Types of Workers to Consider" at the beginning of this survey.

19. How many **DSPs** were on your payroll as of **Dec. 31, 2020**?

Do not include DSPs who were furloughed as of Dec. 31, 2020

(See above for the definition of furlough.)

20. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who had been continuously employed in a direct support capacity for:

Do not include DSPs on furlough as of Dec. 31, 2020; Include DSPs as defined under "Types of Workers to Consider" at the beginning of this survey. Do not include DSPs hired through a temp agency, contract DSPs, 1099 DSPs, On-Call or PRN DSPs or a primary host-home/foster-care provider.

American Indian or Alaska Native Asian (Asian Indian, Chinese, Filipino, Japanese, Korean, Vietnamese, or Other Asian) Black or African American Pacific Islander (Native Hawaiian, Guamanian or Chamorro, Samoan, or Other Pacific Islander) White Hispanic/Latino (Mexican, Mexican American, Chicano, Puerto Rican, Cuban, or Other Spanish/Hispanic/Latino) More than one race/ethnicity Other race/ethnicity Don't know Note: The responses in Q21 must add up to the same number as in Q19. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other Don't know	Note: The responses in Q20 must add up to the same number as in Q19.	
Asian (Asian Indian, Chinese, Filipino, Japanese, Korean, Vietnamese, or Other Asian) Black or African American Pacific Islander (Native Hawaiian, Guamanian or Chamorro, Samoan, or Other Pacific Islander) White Hispanic/Latino (Mexican, Mexican American, Chicano, Puerto Rican, Cuban, or Other Spanish/Hispanic/Latino) More than one race/ethnicity Other race/ethnicity Don't know Note: The responses in Q21 must add up to the same number as in Q19. 22. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	21. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify	as:
(Asian Indian, Chinese, Filipino, Japanese, Korean, Vietnamese, or Other Asian) Black or African American Pacific Islander (Native Hawaiian, Guamanian or Chamorro, Samoan, or Other Pacific Islander) White Hispanic/Latino (Mexican, Mexican American, Chicano, Puerto Rican, Cuban, or Other Spanish/Hispanic/Latino) More than one race/ethnicity Other race/ethnicity Don't know Note: The responses in Q21 must add up to the same number as in Q19. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	American Indian or Alaska Native	
Black or African American Pacific Islander (Native Hawaiian, Guamanian or Chamorro, Samoan, or Other Pacific Islander) White Hispanic/Latino (Mexican, Mexican American, Chicano, Puerto Rican, Cuban, or Other Spanish/Hispanic/Latino) More than one race/ethnicity Other race/ethnicity Don't know Note: The responses in Q21 must add up to the same number as in Q19. 22. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	Asian	
Pacific Islander (Native Hawaiian, Guamanian or Chamorro, Samoan, or Other Pacific Islander) White	(Asian Indian, Chinese, Filipino, Japanese, Korean, Vietnamese, or Other Asian)	
(Native Hawaiian, Guamanian or Chamorro, Samoan, or Other Pacific Islander) White Hispanic/Latino (Mexican, Mexican American, Chicano, Puerto Rican, Cuban, or Other Spanish/Hispanic/Latino) More than one race/ethnicity Other race/ethnicity Don't know Note: The responses in Q21 must add up to the same number as in Q19. 22. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	Black or African American	
White Hispanic/Latino (Mexican, Mexican American, Chicano, Puerto Rican, Cuban, or Other Spanish/Hispanic/Latino) More than one race/ethnicity Other race/ethnicity Don't know Note: The responses in Q21 must add up to the same number as in Q19. 22. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	Pacific Islander	
Hispanic/Latino (Mexican, Mexican American, Chicano, Puerto Rican, Cuban, or Other Spanish/Hispanic/Latino) More than one race/ethnicity Other race/ethnicity Don't know Note: The responses in Q21 must add up to the same number as in Q19. 22. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	(Native Hawaiian, Guamanian or Chamorro, Samoan, or Other Pacific Islander)	
(Mexican, Mexican American, Chicano, Puerto Rican, Cuban, or Other Spanish/Hispanic/Latino) More than one race/ethnicity Other race/ethnicity Don't know Note: The responses in Q21 must add up to the same number as in Q19. 22. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	White	
More than one race/ethnicity Other race/ethnicity Don't know Note: The responses in Q21 must add up to the same number as in Q19. 22. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	Hispanic/Latino	
Note: The responses in Q21 must add up to the same number as in Q19. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other		
Note: The responses in Q21 must add up to the same number as in Q19. 22. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	More than one race/ethnicity	
Note: The responses in Q21 must add up to the same number as in Q19. 22. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	· · · · · · · · · · · · · · · · · · ·	
Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify as: Male Female Non-conforming Other	Don't know	
Male Female Non-conforming Other	Note: The responses in Q21 must add up to the same number as in Q19.	
Female Non-conforming Other	22. Please indicate the number of DSPs on your payroll as of Dec. 31, 2020 who identify	as:
Non-conforming Other	Male	
Other	Female	
	Non-conforming	
Don't know	Other	
DON L KNOW	Don't know	

Did your agency **put any DSPs on furlough** for any period of time at any point between Jan. 1, 2020 and Dec. 31, 2020? (Do not include DSPs hired through a temp agency, contract DSPs, 1099 DSPs, On-Call or PRN DSPs or a

☐ Yes

primary host-home/foster-care provider.)

23.

Please answer based on your agency's staffing/payroll as of December 31, 2020, unless otherwise specified. For the purposes of this survey, DSPs are those whose primary job responsibility is to provide support, training, supervision, and personal assistance specifically to adults with IDD. For more detail, see "Types of Workers to Consider" at the beginning of this survey. □ No Reminder: A furlough is a mandatory temporary leave of absence after which the employee is expected to return to work or to be restored from a reduced work schedule. Furloughed DSPs are still technically employees: they retain their employment rights and generally their benefits. If YES to Q23, had any of the furloughed DSPs been recalled (taken off furlough) as of Dec. 31, 2020? (Do not 24. include DSPs hired through a temp agency, contract DSPs, 1099 DSPs, On-Call or PRN DSPs or a primary hosthome/foster-care provider. 25. How many DSPs left/separated from your agency permanently between Jan. 1, 2020 and Dec. 31, 2020? 26. Of those DSPs who left/separated from your agency permanently between Jan. 1, 2020 and Dec. 31, 2020, please indicate the number who had been continuously employed by your agency (in a direct support capacity) for: Note: The responses in Q26 must add up to the total number of permanently separated DSPs in Q25 27. Of those DSPs who left/separated from your agency permanently between Jan. 1, 2020 and Dec. 31, 2020, please indicate the number who left under each of the following circumstances. (Please DO NOT include those who were rehired or who rejoined payroll in 2020): Note: The responses in Q27 must add up to the total number of permanently separated DSPs in Q25 Did your agency separate (fire/lay off or otherwise remove from payroll) any DSPs for any amount of time 28. between Jan. 1, 2020 to Dec. 31, 2020 and then rehire them/re-add them to payroll prior to Dec. 31, 2020? Temporarily Separated DSPs are DSPs who were removed from your payroll for any reason but who later rejoined payroll in 2020. ☐ Yes □ No ☐ Don't know Does your agency distinguish between full-time and part-time DSP positions? 29. ☐ Yes □ No (GO TO Q37) If yes, what is the minimum number of hours a week a DSP must work to be considered full-time? 30. 31. How many full-time DSPs were on your payroll as of Dec. 31, 2020? How many full-time DSP position vacancies did you have at your agency as of Dec. 31, 2020? 32. **Editing underway** 33. How many part-time DSPs were on your payroll as of Dec. 31, 2020? (Do not include PRN or 34. on-call workers)

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Please answer based on your agency's staffing/payroll as of December 31, 2020, unless otherwise specified.

For the purposes of this survey, DSPs are those whose primary job responsibility is to provide support, training, supervision, and personal assistance specifically to adults with IDD. For more detail, see "Types of Workers to Consider" at the beginning of this survey.

35.	How many part-time DSP position vacancies did you have at your agency as of Dec. 31, 2020?
36.	Add your responses to Q34 and Q35 and enter the total here. This figure represents your total number of part-time DSP positions as of Dec. 31, 2020.
	THIS QUESTION IS ABOUT ON CALL or PRN WORKERS
	How many on-call DSPs and/or PRN DSPs were employed by your agency to support adults with IDD as of Dec. 31, 2020?

COMPENSATION

- 38. What was the average (mean) STARTING hourly wage paid to DSPs in each of the following types of services in 2020?
 - a) Average starting wages of DSPs across services and settings
 - b) Average starting wages of DSPs providing residential supports
 - c) Average starting wages of DSPs providing in-home supports
 - d) Average starting wages of DSPs providing **non-residential services and supports**
- 39. What was the average (mean) hourly wage paid to DSPs in each of the following types of services in 2020?
 - a) Average hourly wages of DSPs across services and settings
 - b) Average hourly wages of DSPs providing residential supports
 - c) Average hourly wages of DSPs providing in-home supports
 - d) Average hourly wages of DSPs providing **non-residential services** and supports.
- 40. If your agency differentiates between full-time and part-time DSPs (as in Q29), do you use a different pay scale for full-time and part-time DSPs?
 - For example, do starting wages or raise calculations differ between part-time and full-time DSPs
- 41. If your agency provides NON-RESIDENTIAL SUPPORTS, and employs DSPs who provide **job development or job placement services** for adults with IDD to work in paid competitive or paid supported employment, do you use a different pay scale for these DSPs? In other words, do you use a different pay scale for these DSPs than for DSPs who provide other types of non-residential services?
- 42. If your agency provides NON-RESIDENTIAL SUPPORTS, and employs DSPs who provide **ongoing support in paid competitive or paid supported employment** for adults with IDD—for example, job coaches—do you use a different pay scale for these DSPs? In other words, do you use a different pay scale for these DSPs than for DSPs who provide other types of non-residential services?

Bonuses and Overtime Did your agency give wage bonuses to DSPs in 2020? 43. Of the DSPs supporting adults with IDD on your payroll on Dec. 31, 2020, what 44. is the total unduplicated count of DSPs on your payroll received at least one wage bonus between Jan. 1, 2020 and Dec. 31, 2020? If your agency gave wage bonuses to DSPs in the year 2020, what was the average amount for the bonus? 45. What was the total number of regular working hours you paid to DSPs in 46. 2020? What was the total number of overtime hours you paid to DSPs in 2020? 47. **Benefits** In your answers to this section, only consider those DSPs on your payroll Does your agency provide any paid time off to DSPs? 48. Did your agency offer **pooled paid time off** to some or all DSPs in 2020? 49. If pooled paid time off was offered to some or all DSPs, what were the requirements for a DSP to be eligible? 50. Did your agency offer paid vacation time to some or all DSPs in 2020? **51.** If paid vacation time was offered to some or all DSPs, what were the requirements for a DSP to be eligible? **52.**

Did your agency offer **paid sick time** to some or all DSPs in 2020?

53.

THIS DOCUMENT PROTECTED BY COPYRIGHT NCI® If paid sick time was offered to some or all DSPs, what were the requirements for a DSP to be eligible? Did your agency offer paid personal time to some or all DSPs in 2020?

55.	Did your agency offer paid personal time to some or all DSPs in 2020?
56.	If paid personal time was offered to some or all DSPs, what were the requirements for a DSP to be eligible?
57.	Did your agency offer health (medical) insurance coverage to some or all DSPs in 2020?
58.	If health (medical) insurance coverage was offered to some or all DSPs, what were the requirements for a DSP to be eligible?
59.	As of Dec. 31, 2020, how many DSPs on payroll were eligible for the health (medical) insurance benefit from your agency?DSPs are eligible for the health insurance benefit
60.	To be completed
61.	Did your agency offer dental coverage to some or all DSPs in 2020?
62.	Did your agency offer vision coverage to some or all DSPs in 2020?
63.	Did your agency offer an employer-sponsored retirement plan (401K, 403b, or other plan) to some or all DSPs in 2020?
64.	If an employer-sponsored retirement plan (401K, 403b or other plan) was offered to some or all DSPs, what were the requirements for a DSP to be eligible?

	were the requirements for a DSP to be engineer
65.	What other benefits did your agency offer to some or all DSPs in 2020?
	 □ Reimbursement or other support for post-secondary education (such as tuition assistance) □ Employer-paid job-related training
	☐ Employer-sponsored disability insurance
	☐ Flexible Spending Accounts☐ Health incentive programs (gyms, yoga, smoking cessation incentives)
	☐ Life insurance

☐ Other (please describe)

☐ I am not sure/don't know

Recru	itment a	nd Retention		
66.	Does	your agency offer a pay incentive or referral bonus for current DSP staff to bring in ne	w recruits?	
67.	If YES	to Q <mark>66</mark> , what is the incentive amount?		
68.	Please	e indicate the strategies your agency uses to retain staff in DSP positions (Check all the	at apply):	
	a)	Does your agency offer a realistic job preview for DSP positions? A realistic job preview provides the applicant with accurate information about the job duties (both positive and negative) from the perspective of people who do the work; it is provided to the applicant prior to making a job offer and its purpose is to help an applicant decide if they would like to pursue the job.		
	b)	Do your DSPs receive training on a Code of Ethics ?		
	c)	Does your agency use a DSP ladder to retain highly skilled workers in DSP roles (continuing to provide direct service to individuals with IDD)? (For example, <i>a career ladder for DSPs</i>)		
	d)	Does your agency support staff to get credentialed through a state or nationally recognized professional organization? (For example, Direct Course College of Direct Support, Relias, etc.)		
	e)	Does your agency implement any employee engagement surveys , or other survey efforts aimed at assessing DSP satisfaction and experience working for the agency?		

Front Line Supervisors

The next questions refer EXCLUSIVELY to **Front Line Supervisors**—the first line of management in human service organizations. These are staff who supervise DSPs working with adults with IDD and often also engage in direct support as part of their duties. For these questions, **please answer about Front Line Supervisors who spend more than 50% of their time on supervisory tasks.**

69.	How many Front Line Supervisors supervising DSPs were employed by your Dec. 31, 2020?	agency as of
70.	Did Front Line Supervisors receive additional pay/wages for overtime hours in 2020?	(hours worked beyond 40 per week)
71.	How many hours of overtime did your agency pay to Front Line Supervisors (Please use your agency's definition of "overtime")	in 2020?
72 .	How many Front Line Supervisors received overtime pay from your agency	in 2020?
73.	Please indicate the number of Front Line Supervisors on your payroll as of D	ec. 31, 2020 (Q <mark>69</mark>) who identify as :
	American Indian or Alaska Native	
	Asian	
	(Asian Indian, Chinese, Filipino, Japanese, Korean, Vietnamese, or Other Asian)	
	Black or African American	
	Pacific Islander	
	(Native Hawaiian, Guamanian or Chamorro, Samoan, or Other Pacific Islander)	
	(Native Hawaiian, Guanianian of Chamoro, Samoan, of Other Facilit Islander) White	
	Hispanic/Latino	
	(Mexican, Mexican American, Chicano, Puerto Rican, Cuban, or Other Spanish/Hispanic/Latino)	
	More than one race/ethnicity	
	Other race/ethnicity	
	Don't know	
	_	
Note	: The responses in Q73 must total the response provided in Q <mark>69</mark>	
74.	Of the total number of Front Line Supervisors on your payroll as of Dec. 31, please indicate the number who identify as:	2020 (Q <mark>69</mark>),
	Male	
	Female	
	Non-conforming	
	Other	
	Don't Know	
	Don't know	

COVID-19 SUPPLEMENT

Note: The responses in Q74 must total the response provided in Q69

75. If your agency provided **non-residential supports and services** to adults with IDD in 2020 (as indicated in Q12), did your agency do any of the following in response to COVID-19:

76.	Besides alterations to non-residential supports delivery (Q <mark>75</mark>), what other measures/changes did your agency put in place during the COVID-19 pandemic? (Check all that apply)
	Changes in operations related to health and safety during COVID-19:
	(Checklist entered here) Implemented COVID-19-related health and safety protocols at sites/locations:
	□ Safety protocol checklist entered here□ none of the above

77.	Did your agency track how many DSPs tested positive or were presumed positive for COVID-19 while on your agency's payroll in 2020?
78.	During COVID-19, did your agency implement wage adjustments specifically for the purposes of retaining DSPs during the pandemic? If YES, please CHECK ALL THAT APPLY.
	Agency gave bonuses, temporary or permanent hourly wage increases to ALL DSPs supporting adults with IDD (<i>Note</i> : <i>A bonus is wage compensation supplemental to salary or wages.</i>):
	☐ Checklist will be entered here
	Agency gave targeted DSP bonuses and/or temporary or permanent wage increases to SOME DSPs supporting adults with IDD during the pandemic, for incentives related to specific working conditions. (For example, DSPs were given bonuses or wage increases for certain tasks or conditions of work, such as working full time, working in certain settings, working with people who were presumed/diagnosed as COVID-19 positive, working with people in hospital, working with people in post hospitalization etc.)
	Checklist will be entered here None of the above or don't know
	□ None of the above□ Don't know
79.	Which of the following best describes your agency's access to PPE (personal protective equipment, specifically masks and gloves) between March and December 2020? ☐ Checklist entered here
80.	What measures did your agency take to increase the supply of PPE? (CHECK ALL THAT APPLY). Checklist entered here
81.	Please indicate the funding sources from which your agency received support during the pandemic. (Check all that apply)
	☐ Checklist of funding sources entered here.

Comments

82.	OPTIONAL: Thank you for your careful attention and effort in completing this survey. Occasionally, data fall far outside the average range of all reporting agencies. If that occurs, are you willing for HSRI to contact you to verify the data you entered? Provider-level data is not shared with the States. All data reported will be aggregated to the state level for reporting. If you are willing to be contacted, please provide your email address here:
83.	How long did it take you to complete this survey?HoursMinutes

84. Please enter any comments you have about this survey