

Direct Support Professional Wage Verification Survey

The purpose of the direct support professional (DSP) wage verification survey is to understand the impact of the DSP wage increase in the last budget. The survey asks questions about compensation and benefits provided to DSPs who were on payroll for any length of time during the period of January 1, 2020 to December 31, 2020. Please do not include data on DSPs hired through a temporary personnel agency or contract workers.

For the purpose of this survey, DSPs are defined as staff who provided at least some unit of routine homemaker/personal care (HPC) services directly to individuals with intellectual or developmental disabilities during January 1, 2020 to December 31, 2020. Please note that routine homemaker/personal care services do not include on-site/on-call (OSOC) services.

Please email Arati Sharma at arati.sharma@dodd.ohio.gov with any questions.

Agency Information

1. Please provide your agency's phone number for any follow-ups related to the survey.....
2. Does your agency only use contract DSPs and/or 1099 DSPs to provide routine HPC services to individuals with IDD?
 - 1. No → Go to question 3
 - 2. Yes → Please do not continue with the survey

Compensation and Benefits for DSPs who provided routine HPC services to individuals with IDD during calendar year 2020

3. Please provide DSP compensation amount and hours where applicable for the period of January 1, 2020 through December 31, 2020. Compensation cost and hours should only include DSP compensation and hours for delivering routine HPC (homemaker/personal care) services in HCBS (Home and Community Based Services) waiver setting. **If your DSP provided on-site/on-call (OSOC) or other services in addition to routine HPC and you are not able to separate compensation and hours for delivering routine HPC services from OSOC or other services delivered, you can report them in aggregate form and select, in question 5, the type of service for which direct care cost and hours are reported.**

DSP Compensation	Compensation	Hours
Starting Wage: The base hourly wage paid to a new hire with minimum qualifications. If the base starting wage changed during the reporting period, report the most recent starting wage.	\$.....	N/A
Regular Wages/Hours: Wages paid at the regular hourly or pre-determined amount while delivering routine homemaker/personal care services. This <i>does not</i> include bonuses, overtime, paid training, or paid-time off.	\$.....hours

Overtime Wages/Hours: Wages paid at no less than the regular hourly rate plus 50% for hours worked in excess of 40 per work week while delivering routine homemaker/personal care services. This <u>does not</u> include bonuses, paid training, or paid-time off.	\$.....hours
Bonuses: Additional monetary payment(s) made to DSPs for the delivery of routine homemaker/personal care services. Bonuses are in addition to hourly wages/salary. Common examples of bonuses include signing, holiday, longevity, profit-sharing, hazard pay , and reinvestment of any provider rate increase.	\$.....	N/A
Fringe Benefits: <u>Employer-paid</u> non-wage DSP compensation for the delivery of routine homemaker/personal care services in addition to hourly wages/salary. Examples of costs reported here include, but are not limited to, employer-paid insurance (health, dental, life, vision, disability, etc.), retirement contributions, employee assistance programs, education reimbursement, and/or childcare. This <u>does not</u> include bonuses, paid training, or paid-time off.	\$.....	N/A
Workers' Compensation: Premiums paid to the Ohio Bureau of Workers' Compensation, self-insurance programs, actual incurred claims, and/or other similar costs. If these costs are not tracked by position, costs can be allocated based on percentage of payroll, hours, or other methodology.	\$.....	N/A
Payroll Taxes: Payroll-related expenses incurred which include the <u>employer's</u> portion of FICA and Medicare taxes, state unemployment taxes or self-insurance funds for unemployment compensation, and federal unemployment taxes. If some of these costs are not tracked by position, costs can be allocated based on percentage of payroll, hours, or other methodology.	\$.....	N/A
Training: Wages paid to DSPs for attending or providing training /orientation and other training costs (e.g. cost of supplies, materials, certificates, conference fees and/or contracted fees etc.)".	\$.....hours

Paid Time Off: Wages paid for time away from work. Examples of paid time off include vacation, sick, holidays, bereavement, and/or personal.	\$.....hours
All Other Compensation/Hours: All other compensation or relevant hours worked delivering routine homemaker/personal care services that do not fall into the other categories. Please note that it is expected that this cost category would be used infrequently.	\$.....	N/A

4. How many individuals with IDD were served by your agency on December 31, 2020?

5. Please select the option that best describes the service type for which compensation and hours are reported in Table above (Question 3).

- 1. Routine HPC only
- 2. Routine HPC, On-site On-Call, & Day Services
- 3. Routine HPC and On-site On-Call,
- 4. Routine HPC and Day Services
- 5. Other Combination

6. How are you planning on passing the recent rate increase to DSPs?

- 1. Targeted pay raises
- 2. Across the board pay raises
- 3. Increased Benefits
- 4. Bonuses
- 5. Combination of the above

7. Do you offer holiday pay to DSPs?

- 1. No
- 2. Yes

7.a. If yes, who is eligible?

- 1. Full-Time
- 2. Part-Time
- 3. Both
- 4. Not Applicable

7.b. If yes, how many paid holidays do you offer?.....

8. Do you offer paid time off to DSPs?

- 1. No
- 2. Yes

8.a. If yes, who is eligible?

- 1. Full-Time
- 2. Part-Time
- 3. Both
- 4. Not Applicable

8.b. If yes, pick the option that best describes the available options.

- 1. Paid time off
- 2. Vacation
- 3. Personal
- 4. Sick
- 5. Multiple
- 5. Not applicable

12.c. If yes, how many people were eligible on 12/31?

9. Do you offer employer-paid (full or partial) insurance to DSPs?

- 1. No
- 2. Yes

9.a. If yes, who is eligible?

- 1. Full-Time
- 2. Part-Time
- 3. Both
- 4. Not Applicable

9.b. If yes, pick the option that best describes the options.

- 1. Health
- 2. Dental
- 3. Vision
- 4. Disability
- 5. Life
- 6. Multiple
- 7. Not applicable

9.c. If yes, how many DSPs were eligible for employer-paid insurance on December 31, 2020?.....

10. Do you offer benefits other than paid time off or employer-paid insurance to DSPs?

- 1. No
- 2. Yes. If yes, please mention other benefits offered.....

10.a. If yes, who is eligible?

- 1. Full-Time
- 2. Part-Time
- 3. Both
- 4. Not Applicable
-

10.b. If yes, pick the option that best describes the available options.

- 1. Educational Reimbursement
- 2. Retirement
- 3. Health incentives
- 4. Employee Assistance Program
- 5. Childcare
- 6. Combination of the above
- 7. Other
- 8. Not applicable

10.c. If yes, how many were DSPs eligible for benefits other than paid time off on December 31, 2020?.....

Below are general rules to consider while reporting data for DSP workforce composition.

1. All workforce composition information should be as of December 31, 2020.
2. It is understood that providers may have different definitions of what distinguishes a full-time employee from a part-time employee. Report workforce information based on how your agency differentiates between full-time and part-time.
3. When determining longevity, it is suggested that you use the below assumptions for the calculation. However, if your agency already tracks longevity in a different manner it is not necessary to change what you do. Simply convert your information to months in a reasonable way and enter it in the survey.
 - a. Days of employment divided by 30.42 average days per month
 - b. Weeks of employment divided by 4.33 average weeks per month
 - c. Years of employment multiplied by 12 months per year

Information on Full-Time DSPs

11. How many full-time DSPs were in active pay status as of December 31, 2020 (DSPs on active payroll)?.....
12. As of December 31, 2020, how many of your full-time DSPs had been continuously employed for the following duration of time?

Less than 6 months

6 to 12 months.....

12 to 24 months.....
24 to 36 months.....
Greater than 36 months.....

13. How many full-time DSPs were newly hired in calendar year 2020? Please include any new hire that occurred during the reporting period even if the DSP is not in active pay status on December 31, 2020.

14. As of December 31, 2020, how many full-time DSP positions were vacant?.....

15. How many full-time DSPs left your agency from January 1, 2020 to December 31, 2020? Do not include DSPs who were promoted or transferred within your agency.....

16. Of those full-time DSPs who left your agency between January 1, 2020 to December 31, 2020, how many had been continuously been employed with your agency for the following duration?

Less than 6 months.....
6 and 12 months.....
12 to 24 months.....
24 to 36 months.....
>36 months.....

17. Of those full-time DSPs who left your agency between January 1, 2020 to December 31, 2020, how many left for the following reasons:

Voluntarily left position or quit

Employment was terminated

Don't Know.....

Information on Part-Time DSPs

18. How many part-time DSPs were on your payroll as of December 31, 2020?.....

19. As of December 31, 2020, how many of your part-time DSPs had been continuously employed for the following duration of time?

Less than 6 months
6 to 12 months.....
12 to 24 months.....
24 to 36 months.....
Greater than 36 months.....

20. How many part-time DSPs were newly hired in calendar year 2020? Please include any new hire that occurred during the reporting period even if the DSP is not in active pay status on December 31, 2020.

21. As of December 31, 2020, how many part-time DSP positions were vacant?.....

22. How many part-time DSPs left your agency from January 1, 2020 to December 31, 2020? Do not include DSPs who were promoted or transferred within your agency.....

23. Of those part-time DSPs who left your agency between January 1, 2020 to December 31, 2020, how many had been continuously employed with your agency for the following duration?

Less than 6 months.....

6 and 12 months.....

12 to 24 months.....

24 to 36 months.....

>36 months.....

24. Of those part-time DSPs who left your agency between January 1, 2020 to December 31, 2020, how many left for the following reasons:

Voluntarily left position or quit.....

Employment was terminated.....

Don't Know.....

25. Please use the space below to list assumptions or any notes (optional)

.....

26. As desired, please use the space below to provide any comments or context to the submitted data

.....