



GOVERNMENT OF THE DISTRICT OF COLUMBIA

DEPARTMENT ON DISABILITY SERVICES

DDS TRANSMITTAL #19-12

TO: All Developmental Disabilities Administration (DDA) and Rehabilitation Services Administration (RSA) Providers, Subcontractors, and Other Vendors that Provide DDA Employment Readiness and DDA and RSA Supported Employment Services and Supports

FROM: Erin Leveton, Deputy Director
Quality Assurance and Performance Management Administration

DATE: July 18, 2019

RE: ACRE Training: One-Year Grace Period to Achieve Compliance

As you know, by DDS Transmittal #19-5 dated May 6, 2019, the Department on Disability Services (DDS) disseminated the new Employment Support Professionals Training Policy, 2019-DDS-POL01, which establishes competency-based training requirements focused on (re)habilitation and employment principles and best practices for Developmental Disabilities Administration (DDA) and Rehabilitation Services Administration (RSA) provider leaders and staff. The policy sets as the standard the training required to earn an Association of Community Rehabilitation Educator (ACRE) Basic Employment Services Certificate, equivalent training that has been pre-approved by the DDS Quality Assurance and Performance Management Administration, or a Certified Employment Support Professional credential. Traditional ACRE training requires at least 40 hours of competency-based training, which includes opportunities to apply what is being learned.

DDS ensures compliance with this policy through monitoring of DDA and RSA providers, and for DDA providers, through Provider Certification Review (PCR). DDS understands that providers are working to achieve these competencies, but some are still in the process of training their staff and completing this effort is compounded by staff turnover in the field. DDS appreciates the efforts providers are making and, through this transmittal, is creating a one-year grace period for compliance for providers engaged in good-faith efforts to train their staff. (As a reminder, by the terms of the Employment Support Professionals Training Policy, new providers have one year from the date they became a provider to come into compliance.) DDS strongly encourages all DDA Employment Readiness and DDA and RSA Supported Employment providers to assess their own compliance with the requirements in this policy and put a plan of correction in place that will result in full compliance no later than July 30, 2020.

Effective immediately, when DDS monitors or the PCR team finds that a provider is not in compliance with the requirements of the Employment Support Professionals Training Policy, DDS will require a plan of correction. However, during this one-year grace period, DDS will not count it against performance for PCR or during RSA external monitoring. DDS will continue to



enter an issue for DDA providers and note non-compliance in the RSA monitoring reports so that we are able to track compliance. It will not appear in PCR reports. DDS will sanction only those providers who are not following their plans of correction or making good-faith efforts to meet these requirements.

As a reminder, DDS continues to offer no-cost web access to the archive of the 2018 TASH & ANCOR six-part webinar series on employment of individuals with intellectual and developmental disabilities, and the Navigating Fairness webinar. Both are available at: <https://dds.dc.gov/page/professionals-supporting-people-intellectual-or-developmental-disabilities>. These sessions can help you and your staff meet the Employment Support Professional competency-based training requirements as well.

DDS thanks the DC Coalition of Disability Services Providers for the ongoing dialogue on this issue, and for partnering with us on efforts to help providers meet these competency-based requirements. Please be on the look-out for announcements of live trainings, coming soon.

If you have questions, please contact the DDS Supervisory Quality Resource Specialists Dianne Jackson at dianne.jackson3@dc.gov or (202) 664-7471, and Tasha Klusmann at tasha.klusmann@dc.gov or (202) 258-9520.