



## Ohio: NCI Staff Stability Survey 2015

### Frequently Asked Questions

**Q: I think I just completed this survey a few months ago. Should I do it again?**

A: Yes, please do. The survey that was completed a few months ago referred to the time period between January 1, 2014 and December 31, 2014. This survey refers to 2015. In addition, this version of the survey will differentiate between DSPs providing HCBS-funded supports and those providing ICF-funded supports.

**Q: Is this survey anonymous?**

Yes. The data are reported aggregated at the state level (meaning the OH average is reported, not individual provider-level data) and the dataset that is provided to the state is not identified.

**Q: How will the data be used?**

OH DODD will use the data gathered using this survey to compare OH DSP workforce data with those of other states. The data will be used to inform policy and program development regarding DSP workforce initiatives. Specifically, OH will use the data to track workforce data pre- and post- a wage increase for DSPs providing HCBS Waiver-funded supports.

**Q: Is this survey mandatory?**

Yes, this survey is mandatory in OH.

**Q: Why should I complete this survey?**

In order for OH DODD to have accurate information on the DSP workforce across the state of OH, it is critical that all providers provide their data.

**Q: How do I access the survey?**

A: You should receive an email with a unique link to the survey tool. The email will have come from [dhiersteiner@hsri.org](mailto:dhiersteiner@hsri.org). If you did not receive a link, please first check your “held” mail box to see if the email went into junk mail folder; if you still did not receive it, please email [Ezekiel.Njeri@dodd.ohio.gov](mailto:Ezekiel.Njeri@dodd.ohio.gov) and [Armine.Aghabekian@dodd.ohio.gov](mailto:Armine.Aghabekian@dodd.ohio.gov).

**Q: How is there going to be made a difference between Waiver providers vs. ICF providers?**

A: Ohio has requested the different funding sources each have a separate report, so separate survey links have been created for HCBS Waiver and ICF/IDD. If your organization provides **both** HCBS-funded and ICF-funded supports, you will receive two emails to access the online survey tool—one will include the link to the survey for which you should refer to the DSPs providing HCBS-funded supports, and one with a link for the DSPs providing ICF-funded supports. In the yellow boxes in the email, it will specify the type of funding you should consider when using the link in that email.

**Q: Since Day Programs did not experience a rate reimbursement increase so we could not reflect that 6% increase to our DSP staff should we be completing this survey?**

A: Yes, please respond for all DSPs who provide support to adults with ID/DD. We are interested in looking at the stability of entire workforce of DSPs working with adults with ID/DD. One of the analyses we will do with the data is to examine the effect of the rate reimbursement increase, but we will look at the data for other information as well.

**Q: To what time period should I refer when reporting on the DSPs in my agency?**

A: Please refer to the period between January 1, 2015 and December 31, 2015. Your answers to all questions in the survey should refer to that time period.

**Q: Should we consider transportation staff as DSPs?**

A: No, Not for this survey.

**Q: Do we also include the Senior DSPs or a Team Leader type of positions who are higher paid employees and typically have longer term employment?**

A: Yes, please include all DSPs who support adults with ID/DD **and** spend at least 50% of their working time providing hands-on support to adults with ID/DD. If a portion of their time is spent carrying out administrative or supervisory work, only include them in the survey if 50% or more of their time is spent in direct support of adults.

**Q: Should we include health care staff in the survey count? For example, nurses, therapists?**

A: No, Please do not include licensed health care staff such as nurses, social workers, psychologists, occupational therapists, physical therapists, speech therapists etc.). Please do not include teachers, speech or hearing interpreters, etc.

**Q: What if our provider provides supports to children with ID/DD under the age of 18?**

A: Please do not include DSPs who provide supports exclusively to children under the age of 18. If you cannot differentiate between those DSPs who support children and those who support adults, please consider all DSPs.

**Q: We have providers that are not employees of our agency. Should these people be reported?**

A: Please only consider those DSPs who are employees of your agency. In other words, please only consider those employees whom you hire and for whom you set wages, hours and determine benefit eligibility.

**Q: When do surveys need to be completed?**

A: We need to have all completed surveys by June 30, 2016.

**Q: How can I access the survey again after opening the link once?**

A: You can click the link in the email as many times as necessary, even after you've clicked the button to finish the survey.

**Q: How long will it take to complete the survey?**

A: It should take approximately 30 minutes to 1 hour.