



September 11, 2025

D-2025-Quality Incentive Program-014

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: QUALITY INCENTIVE PROGRAM – EMPLOYMENT CAPACITY INCENTIVE  
PAYMENTS FOR QUARTER 3 OF FISCAL YEAR 2024-25

As described in the Department of Developmental Services' (Department) September 2024 [letter](#), the Quality Incentive Program (QIP) Employment Capacity measure collects data on the number of service provider employees who become newly certified or recertified as trained employment specialists through the Association of Community Rehabilitation Educators (ACRE) or Certified Employment Support Professionals (CESP) training programs.

This directive provides instructions for regional centers to distribute incentive payments to eligible service providers who met the requirements of this measure based upon data received by the Department in January, February, and March 2025.

### **Incentive Payment Processing**

Regional centers are expected to issue incentive payments within 90 days of this directive. Payments should be made under Fiscal Year 2023-24 (the State is using oldest funds first, so the fiscal year is correct) according to the subcodes shown in the spreadsheet workbooks uploaded to the Regional Center Portal SharePoint site.

All payments made under the QIP are subject to fiscal review and/or audit. Please share these instructions with your administrative and fiscal staff responsible for issuing payments to providers.

Service providers, individuals, or families should contact their regional center with any questions. Questions from regional centers may be directed to [QIPquestions@dds.ca.gov](mailto:QIPquestions@dds.ca.gov).

Sincerely,

*Original Signed by:*

AARON CHRISTIAN  
Chief, Population Risk, Quality Assurance, and Data Operations

cc: Regional Center Administrators  
Regional Center Directors of Consumer Services  
Regional Center Community Service Directors  
Association of Regional Center Agencies