



## **Competitive Integrated Employment Incentive Payments (CIE) Guidelines for Vendors**

In July 2016, the Welfare and Institution Code (WIC) was amended to add section 4870 (d-g) to increase sustained competitive integrated employment (CIE) placements of individuals with developmental disabilities by regional center service providers. *CIE is full- or part-time work for which an individual who is paid minimum wage or greater in a setting with others who do not have disabilities.* Section 4870(d) authorizes funding to the Department of Developmental Services (DDS) for incentive payments to providers.

**Purpose:** To increase placement and retention of regional center clients in competitive integrated employment that is consistent with a client's Individual Program Plan (IPP).

**Funding:** The regional center will be responsible for making incentive payments to service providers within their catchment area [WIC 4870(d)]. The incentive payment amount for each individual placed in CIE is as follows:

1. *A payment of one thousand dollars (\$1000) – shall be made to the service provider who, on or after July 2, 2016, places an individual into CIE [WIC 4851(o) and 4868(d)], and the individual is still competitively employed after 30 consecutive days.*
2. *An additional payment of one thousand two hundred fifty dollars (\$1250) – shall be made to the service provider for an individual described in paragraph (1) who remains in CIE for six consecutive months.*
3. *An additional payment of one thousand five hundred dollars (\$1500) – shall be made to the service provider for an individual described in paragraph (1) and (2) who remains in CIE for 12 consecutive months.*

**Implementation:** Service providers are not required to apply for a new vendorization, however, they may need to submit a program design addendum to the regional center describing the services and supports created to assist clients in achieving placement in CIE. Regional centers will need to approve the program design addendums. Approved program design addendums will have the suffix "CIE" added to existing service codes as sub-code. Example is as follows:

- 952 - CIEP for placement incentive after 30 consecutive days;
- 952 - CIE6 for placement incentives after 6 consecutive months' incentive;
- 952 - CIE12 for 12 consecutive months' incentive.

## Competitive Integrated Employment (CIE) Payment Process

Only service providers who have an approved CIE program addendum will be eligible for the CIE incentive payments. CIE placement of an individual(s) must be identified and in line with the individual's employment goal/objective on the IPP and must meet the following criteria:

- Individuals can be employed full-time or part-time basis.
- Individuals must be paid minimum wage or a competitive rate by the employer for the same or similar work performed by other employees who are not individuals with disabilities who have similar training, experience, and skills.
- Individuals are eligible for the same level of benefits provided to other employees.
- Individuals work in an integrated setting where the employee interacts with other persons who are not individuals with disabilities.
- And as appropriate, present opportunities for advancement that are similar to those for other employees who are not individuals with disabilities and who have similar positions.

Service providers who have placed an individual in CIE may request for incentive payment by:

1. Completing the *Vendor Request for CIE Incentive Payment* form and submit, via email or fax, to the QA Employment Specialist. A form must be completed at each milestone and must include the date of each milestone in the appropriate box.
2. The service provider must be able to submit verification of employment (i.e. paycheck stub) at each milestone.
3. The QA Employment Specialist will review the CIE incentive payment request form and verification then forward to the Service Coordinator to review and complete a POS request.
4. POS will process and generate an invoice for the approved CIE request for e-billing.

For additional information about WRC's Competitive Integrated Employment (CIE) Incentive Payment program, please contact Lidenira Amador, QA Employment Specialist, at (310) 258-4276, or [lideniraa@westsiderc.org](mailto:lideniraa@westsiderc.org)