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Associate State Director
Operations
Lori Manos
Associate State Director
Policy
Harley T. Davis, Ph.D.
Chief Administrative Officer
Quincy Swygert
Chief Financial Officer
Greg Meetze
Chief Information Officer




**South Carolina
Department of Disabilities
and Special Needs**

3440 Harden Street Extension
Columbia, South Carolina 29203
(803) 898-9600
Toll Free: 888/DSN-INFO
Home Page: ddsn.sc.gov

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MEMORANDUM

TO: Executive Directors, DSN County Boards
CEOs, Contracted Service Providers

FROM: Constance Holloway, Interim State Director 

RE: National Core Indicators – Staff Stability Survey for all DDSN Providers of Adult Services

DATE: April 11, 2023

The South Carolina Department of Disabilities & Special Needs (DDSN) will once again participate in the annual Staff Stability Survey as a part of the National Core Indicators (NCI). DDSN has partnered with National Association of State Directors of Developmental Disabilities Services (NASDDDS) and Human Services Research Institute (HSRI) for the past several years to administer the National Core Indicators (NCI) survey. This survey has provided DDSN with data about the strengths and weaknesses of our system and valuable information about our direct support workers.

The Staff Stability Survey provides a reliable measure for the average length of Direct Support Professional (DSP) employment, number of DSPs employed by various types of agencies, vacant positions, wages, benefits and recruitment and retention strategies. The data gathered through this survey is very important as DDSN and the provider network in South Carolina continue to make progress in educating stakeholders about our workforce and the need to increase hourly wages. Increasing attention has been paid to the role that the DSP workforce plays in the provision of supports for adults aged 18 and over with intellectual and developmental disabilities (ID/DD) and the staffing challenges of the past few years.

In the next few days, you will receive an email from NCI with instructions on how to complete this survey using their online data entry system. Results of the survey will only be reported in the aggregate and your organization will not be identified in any way. The survey should be completed by your Human Resources or Payroll offices and reflect direct support professionals who were on payroll during any period between January 1, 2022, and December 31, 2022. This survey must be completed by June 30, 2023.

DDSN is aware of the many competing interests for staff time and resources. We appreciate your time and feedback as we participate in this statewide survey. Please feel free to contact Dawna Keith in the Quality Management Division if you have any questions regarding the survey or accessing the reporting tool. You may contact her at (803) 898-9685 or by email at dkeith@ddsn.sc.gov.

Thank you for your help compiling this information.