

As noted in the Department of Developmental Services (DDS) directive dated April 26, 2024, Senate Bill 616, which was approved by the Governor in October of 2023, is being implemented starting January 1, 2024. The DDS and IRC process is as follows:

Vendors with DDS set rates:

Vendors with DDS set rates not providing the minimum of 40 hours or five sick days annually can submit a rate adjustment request to the DDS. The requests must be received by the DDS no later **than July 1, 2024**. The link to the spreadsheet can be accessed at the [DDS website](#) or [here](#). Inland Regional Center (IRC) asks that the vendor also submit the completed spreadsheet to IRC at the following link: minwage@inlandrc.org. DDS will require the spreadsheet be sent to [Sick Leave-2024](#).

Vendors with IRC negotiated rates:

A majority of IRC's 055 Community Based Day Programs, 875/880 Transportation Providers and 113 Specialized Homes whose rates have been negotiated will submit the [DDS spreadsheet](#) to IRC via the following link: minwage@inlandrc.org. Rate adjustments are only for vendors in the negotiated rate category that are not currently providing the minimum of 40 hours or five sick days annually. Vendors have until **September 1, 2024**, to submit their rates for processing and IRC reporting to DDS.

Please submit the document requirements below:

- Payroll Register/Payroll Records covering the request.
- A Copy of Workers' Compensation Policy showing the rate per 100's.
- California DE 2088 Notice of Contribution Rates and Statement of UI Reserve Account.

All revised rates will be adjusted back to an effective date of **January 1, 2024**.

Original Letter: [Vendor Rate Adjustments for Employee Sick Leave](#)

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