

Participant Directed Services

Summary of Fee Assumptions, Fiscal Year 2021–2022

Intellectual Disability/Autism (IDA) Fee Development

Pennsylvania Office of Developmental Programs

Allowable Cost Components	Homemaker/Chore	Respite and Overnight Respite	
		Unlicensed Out-of-Home	In-Home
Procedure Codes and Units of Service	1 hour	15 minutes, Day	15 minutes
Wages and Employee Related Expenses (ERE)			
Direct Care Wages (Per Hour) ^{1,2}	\$7.25–\$17.40	\$7.25–\$18.56	
Enhanced Direct Care Wages (Statewide) ³	N/A	\$23.54–\$33.23	
Other Program Staff Wages (Per Hour)	N/A	N/A	
Direct Care Staffing Ratio	1:1	1:1; 2:1	
Other Program Staff Staffing Ratio	N/A	N/A	

¹ Minimum set at Federal Minimum Wage for non-enhanced services. The direct care wages do not include consideration for a benefit allowance. AWC managing employers who choose to offer an hourly benefit allowance to the support service worker (SSW) will pay an additional amount per hour (on top of the wage selection) to the SSW. For common law employers under the VF/EA model who choose to offer an hourly benefit allowance to the SSW, the hourly wage will be grossed up by 26.6%.

² Wages for direct care staff reflect an adjustment for overtime by applying a 5% increase for full time employees below an annual salary of \$35,568.

³ Wages for supervisors and directors are all above an annual salary of \$35,568. Overtime adjustments do not apply to these staff.

Allowable Cost Components	Homemaker/Chore	Respite and Overnight Respite	
		Unlicensed Out-of-Home	In-Home
ERE <i>(Percent of compensation)</i>	\$571.29 Health (per month) 4.3% Federal Unemployment Tax Act/State Unemployment Tax Act (FUTA/SUTA) 7.65% Federal Insurance Contributions Act (FICA) 2.63% Workers Compensation (VF/EA) 5.5% Workers Compensation (AWC)	\$571.29 Health (per month) 4.3% FUTA/SUTA 7.65% FICA 2.63% Workers Compensation (VF/EA) 5.5% Workers Compensation (AWC)	
Benefit Allowance	\$2.41	\$2.41	
Paid Time Off (PTO)	0 days PTO bank + 3 new hire training days per 24.0% of staff	0 days PTO bank + 3 new hire training days per 24.0% of staff	
Other Indirect Assumptions			
Full Time (FT)/Part Time (PT) Split	30% FT/70% PT	30% FT/70% PT	
Productivity <i>Billable hours per day</i>	7.5 hours	7.5 hours	
Absentee Factor	0%	0%	
Transportation	N/A	N/A	
Occupancy Costs	N/A	N/A	
Food	N/A	N/A	
Supply Costs	N/A	N/A	
Employee Training Costs	N/A	N/A	
Administration Percentage	Not included in rates; FMS providers receive separate monthly administration fee	Not included in rates; FMS providers receive separate monthly administration fee	
Liability Insurance Cost	1.0% of Total of Wage + ERE	1.0% of Total of Wage + ERE	
Unit Multiplier	N/A	Day Rate = 19 hours (daily rate)	

Allowable Cost Components	Supported Employment — Job Finding and Job Support			In-Home and Community Supports
	Career Assessment	Job Finding and Development	Job Coaching	
Procedure Codes and Units of Service	15 minutes			15 minutes
Wages and ERE				
Direct Care Wages (Per Hour) ^{4,5}	\$7.25–\$28.92			\$7.25–\$21.86
Enhanced Direct Care Wages (Statewide) ⁶	N/A			\$23.54–\$33.23
Other Program Staff Wages (Per Hour)	N/A			N/A
Direct Care Staffing Ratio	1:1			1:1, 2:1
Other Program Staff Staffing Ratio	N/A			N/A
ERE (Percent of compensation)	\$571.29 Health (per month) 4.3% FUTA/SUTA 7.65% FICA 2.63% Workers Compensation (VF/EA) 5.5% Workers Compensation (AWC)			\$571.29 Health (per month) 4.3% FUTA/SUTA 7.65% FICA 2.63% Workers Compensation (VF/EA) 5.5% Workers Compensation (AWC)
Benefit Allowance	\$2.41			\$2.41
PTO <i>PTO for full-time employees only</i>	0 days PTO bank + 3 new hire training days per 24.0% of staff			0 days PTO bank + 3 new hire training days per 24.0% of staff
Other Indirect Assumptions				
FT/PT Split	30% FT/70% PT			30% FT/70% PT
Productivity <i>Billable hours per day</i>	7.5 hours			7.5 hours
Absentee Factor	0%			0%

⁴ Minimum set at Federal Minimum Wage for non-enhanced services. The direct care wages do not include consideration for a benefit allowance. AWC managing employers who choose to offer an hourly benefit allowance to the support service worker (SSW) will pay an additional amount per hour (on top of the wage selection) to the SSW. For common law employers under the VF/EA model who choose to offer an hourly benefit allowance to the SSW, the hourly wage will be grossed up by 26.6%.

⁵ Wages for direct care staff reflect an adjustment for overtime by applying a 5% increase for full time employees below an annual salary of \$35,568.

⁶ Wages for supervisors and directors are all above an annual salary of \$35,568. Overtime adjustments do not apply to these staff.

Allowable Cost Components	Supported Employment — Job Finding and Job Support			In-Home and Community Supports
	Career Assessment	Job Finding and Development	Job Coaching	
Transportation	N/A			N/A
Occupancy Costs	N/A			N/A
Food	N/A			N/A
Supply Costs	N/A			N/A
Employee Training Costs	N/A			N/A
Administration Percentage	Not included in rates; FMS providers receive separate monthly administration fee			Not included in rates; FMS providers receive separate monthly administration fee
Liability Insurance Cost	1% of Total of Wage + ERE			1% of Total of Wage + ERE
Unit Multiplier	N/A			N/A

Allowable Cost Components	Companion Services	Supports Broker	Agency with Choice Administration PMPM
Procedure Codes and Units of Service	15 minutes	15 minutes	PMPM
Wages and ERE			
Direct Care Wages (Per Hour) ^{7,8}	\$7.25–\$18.56	\$7.25–\$31.04	\$17.40–\$26.19 (Fiscal Staff) \$18.00–\$25.75 (HR Staff) \$26.59–\$40.44 (Program Coordinator)
Enhance Direct Care Wages (Statewide)	N/A	N/A	N/A

⁷ Minimum set at Federal Minimum Wage for non-enhanced services. The direct care wages do not include consideration for a benefit allowance. AWC managing employers who choose to offer an hourly benefit allowance to the support service worker (SSW) will pay an additional amount per hour (on top of the wage selection) to the SSW. For common law employers under the VF/EA model who choose to offer an hourly benefit allowance to the SSW, the hourly wage will be grossed up by 26.6%.

⁸ Wages for direct care staff reflect an adjustment for overtime by applying a 5% increase for full time employees below an annual salary of \$35,568.

Allowable Cost Components	Companion Services	Supports Broker	Agency with Choice Administration PMPM
Other Program Staff Wages (Per Hour)	N/A	N/A	\$31.71–\$54.35 (Fiscal Staff Supervisor) \$25.37–\$42.10 (HR Staff Supervisor) \$40.44–\$40.44 (Director)
Direct Care Staffing Ratio	1:1	1:1	1:50 (Program Coordinators) 1:200 low – 1:150 high (Fiscal and HR Staff) – 25%–75% Allocation
Other Program Staff Staffing Ratio	N/A	N/A	1:6 (Fiscal and HR Staff Supervisor) — 25%–75% Allocation to AWC Admin Services 1 Director per Team 500 Participants per Team
ERE (Percent of compensation)	\$571.29 Health (per month) 4.3% FUTA/SUTA 7.65% FICA 2.63% Workers Compensation (VF/EA) 5.5% Workers Compensation (AWC)	\$571.29 Health (per month) 4.3% FUTA/SUTA 7.65% FICA 2.63% Workers Compensation (VF/EA) 5.5% Workers Compensation (AWC)	\$571.29 Health (per month) \$410.90 FUTA/SUTA 7.65% FICA 5.5% Workers Compensation 2.3% Retirement 0.1% Life 0.2% STD 0.1% LTD
Benefit Allowance	\$2.41	\$2.41	N/A
PTO <i>PTO for full-time employees only</i>	0 days PTO bank + 3 new hire training day per 24.0% of staff	0 days PTO bank + 3 new hire training days per 24.0% of staff	N/A
Other Indirect Assumptions			
FT/PT Split	30% FT/70% PT	30% FT/70% PT	100% FT
Productivity <i>Billable hours per day</i>	7.5 hours	7.5 hours	N/A

Allowable Cost Components	Companion Services	Supports Broker	Agency with Choice Administration PMPM
Absentee Factor	0%	0%	N/A
Transportation	N/A	N/A	75–100 miles per week (Program Coordinator) 7.5–10 miles per week (Director) Mileage rate: \$0.56 per mile
Occupancy Costs	N/A	N/A	100–150 Sq Ft per Staff Member Sq Ft Cost \$19.31
Food	N/A	N/A	N/A
Supply Costs	N/A	N/A	Considered in Admin
Employee Training Costs	N/A	N/A	3 Annual Training Days per SSW 2 SSWs per Participant \$150 per SSW per year Avg SSW Daily Wage Range for Training Costs (\$9.10–\$24.07 includes ERE and overtime considerations)
Administration Percentage	Not included in rates; FMS providers receive separate monthly administration fee	Not included in rates; FMS providers receive separate monthly administration fee	10%
Liability Insurance Cost	1.0% of Total of Wage + ERE	1.0% of Total of Wage + ERE	N/A
Unit Multiplier	N/A	N/A	N/A