



## Daily Relief Care and Hours Worked for Personal Support Workers (PSWs)

### What has changed?

Starting September 1<sup>st</sup>, 2016 Office of Developmental Disabilities Services (ODDS) has changed how Daily Relief Care OR507 is paid to PSWs. Before, PSWs were paid \$175 per unit of daily relief care.

Now, ODDS pays \$176 for the first 16 hours of awake care during a unit of relief care. If a PSW is unable to sleep 8 hours during the unit of relief care ODDS will pay \$11 hour for each additional hour the PSW must be awake attending to the individual's care needs.

### Do relief care hours worked count toward my cap?

Hours worked during a relief care unit count toward the weekly limitation that the Department of Human Services (DHS) assigned to PSWs.

### How many hours during relief care are considered hours worked?

For every unit of relief care 16 hours are considered working hours that count toward a PSW's weekly limit. If an individual needs additional awake hours to meet their needs during relief care and the PSW cannot sleep at least 8 hours the additional awake hours also count toward working hours that count toward the PSW's weekly limit.

### How do I claim relief care hours in eXPRS?

In eXPRS for a unit of relief care PSWs should enter time in and time out of the full 24 hour day for the OR507 authorization. eXPRS will only count 16 of those hours towards hours worked.

### Example:

Code	Date	Start Time	End Time	Hours worked	Total Amt Billed
OR507	9/7/2016	7:00 am	7:00 am	16	\$176

If you were required to be awake more than 16 hours to meet the individual's needs during the day of relief care you must contact the individual's Service Coordinator or Personal Agent.

The CDDP or Brokerage will create an authorization for OR508 for the number of additional awake hours needed. All additional awake hours must fall within the time in/time out entry for the full 24 hour day of relief care.

If the additional awake hours cross over midnight the hours before midnight are entered separately from those worked after midnight.

Example:

Code	Date	Start Time	End Time	Hours worked	Total Amt Billed
OR507	9/7/2016	7:00 am	7:00 am	16	\$176
OR508	9/7/2016	11:00 pm	12:00	1	\$11
OR508	9/8/2016	12:00 am	1:30am	1.5	\$11
Total				18.5	\$198