

Developmental Disabilities Worker's Guide

Topic: PSW wages, differentials and non-standard rates

Date Issued/Updated: June 28, 2024

Overview

June 2024 update to remove CME responsibility to determine the correct rate for PSWs. July 1, 2024, all PSW rates are automatically determined by eXPRS.

Description: This guide describes the PSW wage steps, available PSW differentials and steps available to verify the rate paid to the PSW.

Purpose/Rationale: PSWs can earn a differential by taking additional training and meeting additional requirements. This guide is to clarify the differentials available and assist CMEs in verifying the correct wage for hourly services.

Applicability: CME staff who authorize hourly PSW services.

Procedure(s) that apply:

The collective bargaining agreement (CBA) outlines the rates available to PSWs. See <u>Article 14.2 Service Payments of Personal Support Workers</u> for the current table of rates.

Base Rate

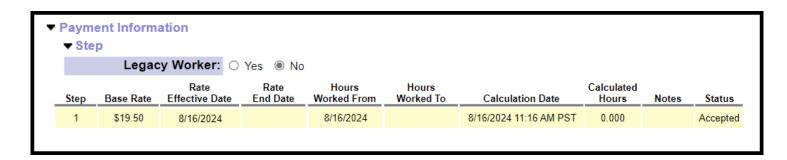
How does a PSW get this rate?
 This is the standard rate paid to a PSW who meets the standard qualifications in the OAR 411-375 and does not qualify for any of the other rates or differentials in this guide.

On July 1, 2024, PSWs will be placed on a pay step based on the accumulated hours a PSW has worked since January 1, 2023. Hours will be recalculated and PSWs will move up the pay scale at specific "lookback" periods set by the PSW CBA.

PSW rates for each step are established by the CBA and published in the Expenditure Guidelines.

| Step | Hours worked and accumulated since 1/1/2023 | | | | |
|------|---------------------------------------------|--|--|--|--|
| 1 | 0-2000 | | | | |
| 2 | >2000-4000 | | | | |
| 3 | >4000-6000 | | | | |
| 4 | >6000-8000 | | | | |
| 5 | 8000 + | | | | |

PSWs can see the accumulated hours in eXPRS:



For PSWs providing Relief Care, relief care is paid at the PSW's base rate without differentials.

Daily relief care rate = PSW base rate x 16

Legacy or "Hold Harmless" Rate

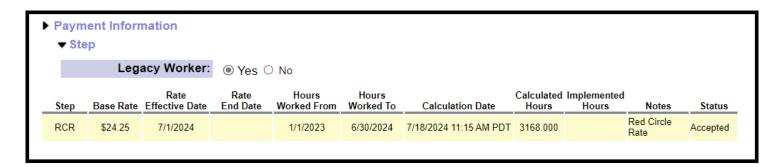
How does a PSW get this rate?

PSWs who were employed prior to October 1, 2013, and were earning more than \$13.00/hr were able to maintain their rate as part of the CBA Hold Harmless clause. As PSW rates have been adjusted through increases and cost of live adjustments (COLAs) the **legacy** rates have continued if they are higher than the current **base rate** and the PSW has maintained active enrollment as a PSW.

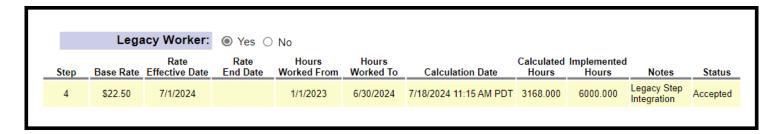
eXPRS identifies Legacy PSWs and assigns them to an appropriate rate based on the CBA.

Legacy PSW pay rates are set according to the following criteria:

 Legacy PSWs who earn a rate higher than the highest step on the wage scale will be "red-circled" which means that their wage will not increase until the PSW wage scale exceeds their current wage.



 Legacy PSWs who earn a rate between two of the wage steps will be placed on the step above their current wage. The PSW will maintain that wage until the PSW accumulates enough hours to advance in the wage steps.



Legacy PSWs providing Relief Care, relief care is paid at the Legacy PSW's rate without differentials.

Daily relief care rate = Legacy PSW rate x 16

Non-standard rates:

Some PSWs that also work as Homecare Workers for APD (HCWs) or Personal Care Attendants for Behavioral Health (PCAs) may have accumulated enough hours to be placed at a step higher than the amount of hours accumulated working under ODDS.

These PSWs will be assigned to the step associated with the highest accumulated

hours for any of the three provider types.

In eXPRS CMEs can see this:

| Step | Base Rate | Rate Effective Date | Rate End Date | Hours Worked From | Hours Worked To | Calculation Date | Calculated Hours | Notes | Status |
|------|-----------|------------------------|------------------|----------------------|--------------------|-----------------------|---------------------|-----------------|----------|
| 3 | \$22.00 | 1/1/2025 | | 1/1/2023 | 12/31/2024 | 1/22/2025 5:17 AM PDT | 3975.755 | APD override | Accepted |
| 2 | \$20.50 | 7/1/2024 | 12/31/2024 | 1/1/2023 | 6/30/2024 | 7/23/2024 5:14 AM PDT | 3168.333 | | Accepted |

Differentials:

CMEs can look at PSW differential effective dates on the PSW's Provider page in eXPRS. See <u>How to Find and View PSW Provider Records</u> for instructions on how to read a PSW's credentials for these differentials.

eXPRS will automatically combine the PSW's base rate or legacy rate with any appropriate differentials on PSW authorizations.

| Differential | Amount | Combinable? | Requires service recipient eligibility |
|----------------------------------------------|----------------------------------|--------------------------------------------------------------------------------|----------------------------------------------|
| CPR / First Aid | \$0.25/hr | Yes, with CIIS and Job Coaching | No |
| Professional Development Certification (PDC) | \$0.75/hr | Yes, with Enhanced, Exceptional, CIIS and Job Coaching | No |
| Enhanced | \$1.00/hr | Yes, with PDC and Job Coaching | Yes (ONA) |
| Exceptional | \$3.00/hr Yes, with Job Coaching | | Yes (ONA and 20 hours of awake care per day) |
| CIIS | \$2.00/hr | Yes, with CPR/First Aid or PDC (the highest applicable) | Yes, enrolled in CIIS |
| Job Coaching | \$2.50/hr | Yes, with CPR/First Aid, PDC, Enhanced or Exceptional (the highest applicable) | No |

First Aid / CPR Certification

How does a PSW get this differential?

A PSWs who complete a series of training requirements provided by Oregon Home Care Commission and is issued a PDC Certificate is eligible for the First Aid / CPR Differential of \$.25. This differential can

be combined with:

- CIIS differential
- Job coaching differential

Professional Development Certification (PDC)

How does a PSW get this rate?

A PSWs who complete a series of training requirements provided by Oregon Home Care Commission and is issued a PDC Certificate is eligible for the PDC Differential of \$.75. This differential can be combined with:

- CIIS differential
- Job coaching differential
- Enhanced and exceptional differential.

Enhanced Differential

How does a PSW get this differential?

When both of the following criteria are met, the PSW's will receive a \$1.00 differential:

- PSW Eligibility: PSW completes a series of training requirements provided by Oregon Home Care Commission and is issued an Enhanced PSW Certification. AND
- Individual Eligibility: Individual has been determined to meet the Enhanced criteria by the Oregon Needs Assessment (ONA). PSWs must be notified when an individual is eligible for the Exceptional criteria.

For more information see:

Enhanced/Exceptional Worker Guide

Exceptional Differential

How does a PSW get this differential?

When both of the following criteria are met, the PSW's will receive a \$3.00 differential:

- PSW Eligibility: PSW completes a series of training requirements provided by Oregon Home Care Commission and is issued an Exceptional PSW Certification. AND
- o Individual Eligibility: Individual has been determined to meet the Enhanced criteria by the ONA and requires at least 20 hours per day of care. PSWs must be notified when an individual is eligible for the Exceptional criteria. For more information see: Enhanced/Exceptional Worker Guide

CIIS Differential

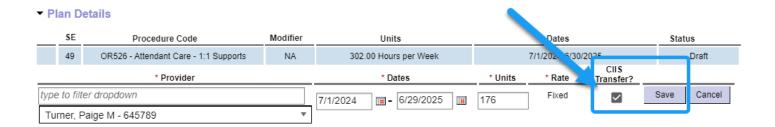
How does a PSW get this differential?

- PSW is authorized to provide services to a child or youth enrolled in CIIS
 OR
- PSW was authorized to provide services to a child or youth enrolled in CIIS at the time the youth turned 18 AND individual is in their 18th year after exiting from CIIS due to turning 18.

What does a CME do?

 While a child is enrolled in CIIS, eXPRS will automatically calculate the correct rate for this differential.

After a child who was enrolled in CIIS until age 18 transitions to their adult CME, the PSWs who worked with the youth while enrolled with CIIS will need to be identified when creating a SPA.



Check this box during the youth's 18th year. eXPRS will then calculate the correct rate

CMEs will create a separate SPA without the box checked starting on the youth's 19th birthday.

PSW Notification: Notify the PSW that a youth in their 17th or 18th year has met the enhanced or exceptional criteria, if applicable, within 28 days. See Enhanced/Exceptional Status and Rates Worker Guide

Job Coaching Differential

How does a PSW get this differential?
 Meet job coaching qualifications as outlined in OAR 411-345-0030 and provide job coaching service.

Form(s) that apply:

ODDS Service Agreement Form (se4606)

Request for Funding Review or Exception (se0514dd)

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