

Change in Service Payment Timeline and Processing - 1/1/16

Dear Provider,

Due to the Collective Bargaining Agreement (CBA) and changes required by the Federal Labor Standards Act (FLSA), beginning on January 1, 2016 the Department of Human Services (DHS) will begin paying all Homecare Workers eleven (11) days after the fifteenth (15th) and eleven (11) days after the last day of the month. Homecare Workers will have three (3) business days to submit Vouchers for each pay period and DHS offices will have eight (8) business days to process the payments.

If the Submission Deadline is missed, Vouchers will not be paid until the next Pay Date. These changes will impact when you receive your pay checks. Please see the attached calendar for specific pay periods and pay dates.

Thank you,

Department of Human Services
Aging and People with Disabilities
Long Term Care Systems