

A Homemade Plan Pay Scale **Effective 2/1/2021**

A Homemade Plan's pay week is Saturdays at 12 AM through Fridays at 11:59 PM. Pay dates are on a semi-monthly basis and are set as the 6th and 20th of each month. When the 6th or the 20th falls on a weekend or holiday, the pay date will be moved to the closest previous weekday/non-holiday. In rare cases, there may be an occasion when the pay date is moved to the closest subsequent weekday/non-holiday due to the inability to submit payroll by the required time. Earnings/hours recorded from the 1st of each month starting at 12 AM through the 14th of each month ending at 11:59 PM will be paid on the 20th of the month. Earnings/hours recorded from the 15th of each month starting at 12 AM through the EOM (end of month or last day of the month) ending at 11:59 PM will be paid on the 6th of the month. If you ever have any questions regarding your expected or current pay rate for any assignment/case, please contact your local office and we would be happy to help.

Starting Hourly Pay Rates:

A Homemade Plan has different pay rates dependent on the county in which the work is performed. We also have an Employee of the Month program that gives raises/bonuses monthly to Care Providers who go above and beyond. When assisting more than one patient with personal care activities (physical needs), you will be paid an additional \$1.50 per hour in excess of your regular base rate. In general, shifts will have a four (4) hour minimum, but when assisting a patient for a shift of two hours or less (at the patient's request), the pay rate is \$16.00 per hour except for Montgomery County being \$16.50 per hour. When working an assignment of two-hour visits, any unusual hours in excess of the two-hour visits will be paid at your regular base rate.

Starting Hourly Base Rates (based on the county in which the work is performed):

Montgomery County - \$15.50 per hour.

All Other Counties - \$13.75 per hour.

Live-In Pay Rates:

It is assumed that a Live-In day consists of 13 hours of work per day. You are expected to receive 8 hours of rest (5 of which are uninterrupted) and 3 hours of breaks (in no less than 30-minute increments) throughout the day. You are required to immediately inform our office staff if you do not receive the required times off while on a Live-In assignment. A Homemade Plan can and will take action if a Live-In Care Provider is not receiving the proper amount of time off. Overtime is earned on all live-in assignments after 40 hours (3.077 days with required rest and breaks fulfilled) worked in any given pay week (Saturday 12 AM – Fridays 11:59 PM). Live-In assignments also have different pay rates dependent on the county in which the work is performed.

Starting Live-In Base Rates:

All Other Counties – 13 hours daily at \$11.75/hour (\$152.75/day base, \$229.13/day overtime)

Montgomery County - 13 hours daily at \$14/hour (\$182.0/day base, \$273/day overtime)

Care Provider Interviews:

A Homemade Plan does offer interviews to our clients so that they can get a chance to meet you before services begin. We do not compensate you for this interview/ meet and greet. We believe that it is simply the next step in the hiring process as our clients need to know you just as we do. This is also a great opportunity for you as the Care Provider to make sure the assignment is one that you will be satisfied with.

Mileage:

You are responsible for getting to and from your workplace (usually the Care Recipient's home.) When using your vehicle to perform any job duties, including transporting a Care Recipient, you will be compensated at a rate of \$0.50/mile. If you do not record the miles yourself using the 'trip' on your vehicle, the mileage calculations will be conducted using Google Maps from address to address as long as the office staff is aware of the transportation. Please see Care Provider Vital Information and Procedures for information on reporting mileage.

Printed Name: _____

Signature: _____ Date: _____

By signing this document, you have Acknowledged, Accepted, and Agreed to the terms and conditions.