



IMPORTANT NOTICE

to IHSS Public Authority Registry home care workers

The IHSS Public Authority is starting a new service. We need to know if you want to be part of it. We will soon be giving names of workers on our Registry to people who will *not* have their home care provider paid through the IHSS program run by the Department of Human Services (DHS).

This means that when you are called by someone who got your name from the IHSS Public Authority Central Registry, **you should ask them if:**

- ◆ **you will be paid through IHSS, or**
- ◆ **they will be paying you with their own money.**

If the caller is not on IHSS and plans to pay you with their own money (*pay privately*), you must decide the details of your working arrangement with them. *IHSS rules do not apply in private pay arrangements.* You and the private paying employer must discuss and agree on things like how much you will be paid, when you will be paid, and what work you do.

If you accept a private pay position, we strongly recommend that you:

- ◆ **put your agreement in writing**- so you have a document to remind each other about your arrangement about pay, duties and schedule. [Enclosed are examples of an agreement and a schedule that you might use].
- ◆ **each day, write down the number of hours you worked** on a calendar or in a notebook and ask your employer to initial it. Make sure you both agree on the hours and what you should be paid for.

Remember:

- ◆ there are differences between working for IHSS consumers or private paying employers, but you can work for either one or both.
- ◆ when working for someone who is paying you with their own money, neither DHS nor the IHSS Public Authority have legal authority to help solve any disagreement between you and your employer.
- ◆ the hours you work for someone in a private arrangement *do not* count toward the 25-hour eligibility requirement to join *HEALTHYWORKERS* or the Public Authority's dental plan for IHSS independent providers.

If you DO NOT WANT US TO LIST YOUR NAME for people who would pay you *privately*, call 243-4477 or write to us soon.