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Time Sheets must be submitted according to the payroll schedule. Electronic time sheets must be received by 12:00PM on Monday of the payroll week. Late time sheets will be processed for the next regularly scheduled program pay date.

EVV and non-DDSD Timesheet (July 2023)

Program	Service	Service Code	Minimum Rate*	Employer Tax*
Adult Family Care- Respite	Respite (Hourly)	AFCR	\$14.05/hour	13.09%
Respite		AFCR	\$224.72/day	13.09%
Children's Personal Care Services	CPCS Personal Care	Personal Care	\$14.05/hour	12.4%
<b>Choices for Care (CFC)</b>	Personal Care- Consumer	Personal Care	\$14.05/hour	13.09%
	Personal Care- Surrogate	Personal Care	\$14.05/hour	13.09%
	Companion Care- Consumer	Companion	\$14.05/hour	13.09%
	Companion Care- Surrogate	Companion	\$14.05/hour	13.09%
	Respite Care- Consumer	Respite	\$14.05/hour	13.09%
	Respite Care- Surrogate	Respite	\$14.05/hour	13.09%
CFC—Flex Choices	Flexible Choices	Flexible Choices	\$14.05/hour	13.09%
CFC—Moderate Needs	Moderate Needs	Moderate Needs	\$14.05/hour	13.09%
Family Managed Respite (FMR)	Respite (Hourly)	Respite	\$14.05/hour	11.38%
	Respite (Daily)	Respite	\$224.72/day	11.38%
Attendant Services—GF	Attendant Services	Attendant Services	\$14.05/hour	8.90%
Attendant Services— PDAC	Attendant Services PDAC	PDAC	\$14.05/hour	12.15%
Brain Injury (BI)	TBI Respite Care	Respite	\$14.05/hour	11.38%
	TBI Respite Care	Respite	\$224.72/day	11.38%
ALL PROGRAMS	Sick Time (Hourly)	Sick Time		Program Specific

Programs highlighted in blue (CPCS, CFC, Flex Choices, Moderate Needs, Attendant Services-GF, PDAC & BI) require use of EVV depending on where the service is provided or the employee lives

Services cannot be provided while an individual is admitted to the hospital/nursing

\*This information may change; please consult the ARIS Solutions website (www.arissolutions.org), your case/program manager or Program Handbook to be sure that you have the most up-to-date information.

The employer is responsible to ensure all employees meet program qualifications around who can be paid. For more information about Employee Minimum Qualifications, please consult the Medicaid and program manuals for the specific program.

Differences in Employer Tax rates are based on program-specific use of Unemployment /Workers' Compensation Insurances



To learn more about e-TIMESHEETS go to <a href="www.arissolutions.org">www.arissolutions.org</a>
Contact 800-798-1658 or <a href="mailto:financial@arissolutions.org">financial@arissolutions.org</a> with any questions