

# **A Homemade Plan Pay Scale** **Effective 1/1/2025**

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 6<sup>th</sup> and 20<sup>th</sup> of each month. When the 6<sup>th</sup> or the 20<sup>th</sup> 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 1<sup>st</sup> of each month starting at 12 AM through the 14<sup>th</sup> of each month ending at 11:59 PM will be paid on the 20<sup>th</sup> of the month. Earnings/hours recorded from the 15<sup>th</sup> 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 6<sup>th</sup> 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 depending 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 20% of the hourly base rate. In general, shifts will have a four (4) hour minimum.

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

Montgomery County - \$18.75 per hour.

All Other Counties - \$17.50 per hour.

### **Live-In Pay Rates:**

Live-in assignments are 5 consecutive days or greater and consist of 12 hours of work per day. You are expected to receive 8 hours of rest/sleep (5 of which are uninterrupted) and 4 hours of meal/downtime throughout the day. If you believe you have not received the proper amount of sleep/rest/breaks throughout the day, you are required to inform our office staff immediately and complete the "Declaration of Extra Hours Worked" form found on our website within 24 hours. Overtime is earned on all live-in assignments after 40 hours (3.3333 days with required rest and breaks fulfilled) worked in any given pay week (Saturday 12 AM – Friday 11:59 PM).

Live-in Rates:

All Other Counties – 12 hours daily at \$15/hour (\$180/day base, \$270/day overtime)

Montgomery County - 12 hours daily at \$17.15/hour (\$205.80/day base, \$308.70/day overtime)

*\*\*\*Any live-in shift that is less than 5 consecutive days will be considered an "Extended Shift" and will be compensated based on a 13 hour work day calculated at the live-in hourly rate.*

### **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 \$0.65/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 ensure that you indicate your destination or reason for travel in the app when clocking in/out. 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.