

Direct Service Retention Bonus Frequently Asked Questions

Nov. 2024

WHAT ARE THE ELIGIBILITY REQUIREMENTS?

1. The employee has an eligible job title as determined by the state or Heritage Christian Services.
2. The employee works in an OPWDD program including residential, day, respite, prevocational, clinical, facility, community habilitation, supportive employment, self-directed and customized residential option services.
3. The employee works between Nov. 3, 2024 and March 8, 2025.
4. The employee is employed at the time of distribution on March 21, 2025.

WHAT JOB TITLES ARE ELIGIBLE?

OPWDD-ELIGIBLE

100 Series Titles	200 Series Titles	300 Series Titles
Director of Facilities Director of Property Development Facilities Assistant Facilities Project Coordinator Facilities Technician	Assistant Manager Baker Community Habilitation DSP Community Respite Provider Community Support Staff Coordinator of Prevocational Serv. Customized Supports Assistant Day Hab Dir Supp Prof Day Hab Manager Day Manager Direct Support Professional Direct Support Staff Direct Support Staff Non-Driving DSP Non-Driving Educational Assist Employment Services Coordinator Employment Specialist Health Coordinator Health Support Professional Healthcare Coord. Community Serv. Medical Liaison Personal Trainer Program Support Specialist Recreation Assistant Res Support Staff Residence Manager Resident Counselor Residential Dir Supp Prof	Associate Director of Behavior Services Associate Director of Quality Advancement Admin Assist (Compliance and QA) Art Therapist Behavioral Intervention Specialist Broker-NE Dance Therapist DDP2 Coordinator Dietitian Director of Behavior Services Director of Clinical Services Director of Nursing Director of Quality Advancement Faith Community Inclusion Specialist FI Compliance and Quality Specialist Guardianship Coordinator Incident Management Specialist Licensed Practical Nurse Licensed Practical Nurse - NE Music Therapist Nurse Educator Nurse Support Specialist Occupational Therapist Physical Therapist Qualified Intellectual Disabilities Prof. Quality Advance Specialist RN QA Coordinator QA Support Specialist Registered Nurse Registered Nurse- On Call Registered Nurse-NE

	Respite After School Prog Mgr. Respite Direct Support Profess Respite Residence Manager Respite Resident Counselor Self-Hire Comm Support Staff Senior DSP Senior DSP - Day Hab Shift Coordinator Sign Language Facilitator Skills Coach	Sr. Behavioral Intervention Specialist Single Point of Contact Administrator Speech Pathologist Therapy Support Prof-NE
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HCS-ELIGIBLE

Associate Director of Community Services Associate Director of Employment Alliance Associate Director of Prog Dev-Day Associate Director of Residential Operations Community Services Coordinator Director of Employment Alliance Director of Community Services Director of Day Habilitation Director of Day Services Director of Residential and Day Services Director of Respite Respite Program Coordinator Respite Intake Coordinator Director of Residential Services Senior Associate Director of Day Services	Associate Director of Customized Supports Associate Director of Self-Directed Services Customized Support Coordinator Customized Support Coordinator WNY Director of Advocacy and Resources Supports Director of Customized Support Fiscal Intermediary Assistant Fiscal Intermediary Representative Fiscal Intermediary Coordinator Housing Supports Coordinator Residential Leadership Support Mgr. Self-Direction Coordinator Self-Direction Training and Compliance Coordinator Sr. Associate Director of Self-Directed Services
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KEY

Added to eligibility by Heritage Christian Services
Eligibility category modified

IF MY JOB TITLE IS NOT LISTED, BUT I WORK IN AN ELIGIBLE PROGRAM, AM I ELIGIBLE?

Employees who appropriately punch in and out using a business transfer to an OPWDD-eligible program will be eligible for those hours worked.

WHAT IS THE BONUS AMOUNT?

The amount will vary for each eligible employee and be determined by a calculation of worked, vacation, training and holiday hours during the time period.

There is no minimum or maximum bonus amount.

IS THE BONUS TAXED? WILL IT AFFECT MY BENEFITS?

Yes. The bonus is taxed at the supplemental rate for federal taxes at 22% and state at 11.7%.

The bonus does not impact an employee's public benefits or other public assistance.

DO YOU HAVE QUESTIONS?

Email incentives@HeritageChristianServices.org.