

Self-Hired Staffing Options

There are two self-hired staffing options available to people who self-direct their services with Heritage Christian Services: self-hired respite and self-hired community habilitation. Understanding your options can help you make informed choices about which one is the right fit for you and your family.

Community Habilitation	Respite
<ul style="list-style-type: none"> • One-to-one or small group skill building service that is based on your individualized needs. (Please see limitations section.) • Community habilitation can be provided in your own home or in the community. • Your goals are outlined in your community habilitation staff action plan. Goals can include things like: adaptive skill development, community inclusion, social skills, relationship building, travel training (navigating the bus system, using Uber/LYFT, pedestrian skills, etc.), money management, leisure skills, healthy living skills, appropriate behavior development, etc. 	<ul style="list-style-type: none"> • Provides relief to caregivers of children and adults with intellectual and developmental disabilities. • Respite can be provided in your own home or in the community.
Requirements	Requirements
<ul style="list-style-type: none"> • Participant must have self-hired community habilitation approved in their budget. 	<ul style="list-style-type: none"> • Participant must have self-hired respite approved in their budget. • Participant must live with a caregiver. • Participant cannot be in receipt of an OPWDD housing subsidy. • Participant cannot reside in a certified setting.

Limitations

- Self-hired community hab and respite staff members do not have nursing oversight. Staff members cannot administer medication or complete any other medical tasks (diabetes care, G-tube feedings, oxygen management, etc.) or provide any physical behavior supports/interventions.
- Children under the age of 12 need a strong justification to access community habilitation services.
- Staff members may only work 40 hours/week (Sunday through Saturday).

Self-Hired Staff Requirements	What do I do when I find a staff member I want to hire?
<ul style="list-style-type: none">• Candidates must be 18 years old.• Candidates should have a high school diploma or equivalency.*• Candidates should have a valid driver's license.*• Candidates need to have and be able to use a smartphone or tablet to clock in/out and complete their documentation.• Candidates cannot be the legal guardian, child, or spouse of the person receiving services.• Candidates who are related to the person receiving services cannot reside with the person receiving services.	<p>Contact your fiscal intermediary Contact and send them the following information:</p> <ul style="list-style-type: none">• Candidates name• Candidates email address• Candidates phone number• Position: (com hab, respite, both)• Pay rate• How many hours the candidate will be working/week <p>Note: Minimum pay rate is NYS minimum wage and maximum is the rate built into the person's current approved budget. The current pay rate caps are \$21 per hour for respite and \$32 per hour for community habilitation.</p>

*Can be waived via written request from the participant and/or their designee