

Topic:	PSW differentials and non-standard rates
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Overview

Description: This guide describes the different PSW differentials that are available and the steps that the CME must take to ensure proper payment.

Purpose/Rationale: PSWs can earn a differential by taking additional training and meeting additional requirements. It is important to pay PSWs the correct wage. This guide is to clarify the differentials available and assist CMEs in assigning the correct wage for hourly services.

Applicability: CME staff who enter hourly PSW wages and authorize hourly PSW services.

****NOTE:** This Worker Guide does not apply to Relief Care rates and sleep relief care wages**

Procedure(s) that apply:

The collective bargaining agreement (CBA) outlines the rates available to PSWs. See [Article 14.2 Service Payments of Personal Support Workers](#) for the current table of rates.

Base Rate

- **How does a PSW get this rate?**
This is the standard rate paid to a PSW who meets the standard qualifications in the OAR 411-375 who does not qualify for any of the following rates in this guide.
- **What does a CME do?**
Authorize base rate from Article 14.2 Service Payments for Personal Support Workers.

- **What does ODDS do?**
Quality Assurance checks on PSW authorizations in eXPRS.
Script to change SPAs in accepted status to new rates at predetermined times as outlined in the CBA
- **Where can I get more information?**
[Article 14.2 Service Payments of Personal Support Workers](#)

Legacy or "Hold Harmless" Rate

- **How does a PSW get this rate?**
PSWs who were employed prior to October 1, 2013, and were earning more than \$13.00/hr were able to maintain their rate as part of the CBA Hold Harmless clause. As PSW rates have been adjusted through increases and cost of live adjustments (COLAs) the **legacy** rates have continued if they are higher than the current **base rate** and the PSW has maintained active enrollment as a PSW.
- **What does a CME do?**
Verify the PSW's eligibility for the **legacy rate** through the following steps:
 - Confirm continuous PSW enrollment from October 1, 2013, to current date using the "View Provider" page in eXPRS
 - Confirm rate of pay:
 - PSW provides proof of higher rate in the form of a paystub (use table in references section to apply correct COLAs)
 - Review authorized SPAs for PSW for higher rate
 - Email ODDS PSW specialist to verify rate in eXPRS from other CME

Legacy rates can be combined with applicable differentials.

- **What does ODDS do?**
Assist with rate verification and resolve rate discrepancies among CMEs.
- **Where can I get more information?**
[Article 14.2 Service Payments of Personal Support Workers](#)

Differentials:

Differential	Amount	Combinable?	Requires service recipient eligibility
CPR / First Aid	\$0.25/hr	Yes, with CIIS and Job Coaching	No
Professional Development	\$0.75/hr	Yes, with Enhanced, Exceptional, CIIS	No

Certification (PDC)		and Job Coaching	
Enhanced	\$1.00/hr	Yes, with Job Coaching	Yes (ONA)
Exceptional	\$3.00/hr	Yes, with Job Coaching	Yes (ONA and 20 hours of awake care per day)
CIIS	\$2.00/hr	Yes, with CPR/First Aid and PDC	Yes, enrolled in CIIS
Job Coaching	\$2.50/hr	Yes, with CPR/First Aid and PDC	No

First Aid / CPR Certification

- **How does a PSW get this differential?**
A PSWs who complete a series of training requirements provided by Oregon Home Care Commission and is issued a PDC Certificate is eligible for the First Aid / CPR Differential of \$.25. This differential can be combined with:
 - **CIIS differential**
 - **Job coaching differential**
- **What does a CME do?**
When creating new SPAs for a PSW where the previous SPAs or Plan of Care (POC) included SPAs at the First Aid / CPR rate the CME must verify the PSW's First Aid / CPR eligibility and enter the correct rate with the \$.25 differential. The First Aid / CPR qualifications can be verified:
 - On the PSW Provider Record in eXPRS in the "Specialties" section [How to find & view PSW provider records in eXPRS;](#)
 - Through the Homecare Registry at [https://or-hcc.org/;](https://or-hcc.org/) OR
 - A PSW may provide a copy of their current credential
CMEs do not need to track the expiration dates of First Aid / CPR differentials.
- **What does ODDS do?**
ODDS receives a list of PSWs who become First Aid / CPR qualified and who have First Aid / CPR certifications expire from Oregon Home Care Commission. ODDS will update current authorized SPAs to add the differential to newly certified PSWs and remove the differential from PSWs with expired differentials.
- **Where can I get more information?**
[Article 14 Service Payments Section 4 Training Certification Differential](#)

Professional Development Certification (PDC)

- **How does a PSW get this rate?**

A PSW who completes a series of training requirements provided by Oregon Home Care Commission and is issued a PDC Certificate is eligible for the PDC Differential of **\$.75**. This differential can be combined with:

- **CIIS differential**
- **Job coaching differential**
- **Enhanced and exceptional differential.**

- **What does a CME do?**

When creating new SPAs for a PSW where the previous SPAs or Plan of Care (POC) included SPAs at the PDC rate the CME must verify the PSW's PDC eligibility and enter the correct rate with the **\$.75** differential. The PDC qualifications can be verified:

- On the PSW Provider Record in eXPRS in the "Specialties" section [How to find & view PSW provider records in eXPRS;](#)
- Through the Homecare Registry at <https://or-hcc.org/>; OR
- A PSW may provide a copy of their current credential

CMEs do not need to track the expiration dates of PDC differentials.

- **What does ODDS do?**

ODDS receives a list of PSWs who become PDC qualified and who have PDC certifications expire from Oregon Home Care Commission. ODDS will update current authorized SPAs to add the differential to newly certified PSWs and remove the differential from PSWs with expired differentials.

- **Where can I get more information?**

[Article 14 Service Payments Section 4 Training Certification Differential Professional Development Certification \(PDC\) for HCW or PSW](#)
[APD-IM-17-022 Professional Development Certification for PSWs](#)

Enhanced Differential

- **How does a PSW get this differential?**

When both of the following criteria are met, the PSW's will receive a \$1.00 differential:

- PSW Eligibility: PSW completes a series of training requirements provided by Oregon Home Care Commission and is issued an Enhanced PSW Certification. **AND**
- Individual Eligibility: Individual has been determined to meet the Enhanced criteria by a functional needs assessment

- **What does a CME do?**

- PSW Notification: Notify the PSW that an individual has met the

enhanced criteria within 28 days of completing the functional needs assessment using page 4 of ODDS Service Agreement Form (se4606)

- o PSW Verification: Verify PSW eligibility and enter the correct rate according to the table in Article 14.2 Service Payments of Personal Support Workers. The qualifications can be verified:
 - On the PSW Provider Record in eXPRS in the "Specialties" section How to find & view PSW provider records in eXPRS;
 - Through the Homecare Registry at <https://or-hcc.org/>; OR
 - A PSW may provide a copy of their current credential

Enhanced differential cannot be combined with **CIIS differential**.
~~Cannot be combined with a legacy rate to exceed the published enhanced differential.~~

- **What does ODDS do?**

Quality Assurance checks on PSW authorizations in eXPRS.

- **Where can I get more information?**

[Enhanced/Exceptional Worker Guide](#)

[Enhanced and Exceptional Worker Certificate Program](#)

[Article 14.2 Service Payments of Personal Support Workers](#)

Exceptional Differential

- **How does a PSW get this differential?**

When both of the following criteria are met, the PSW's will receive a \$3.00 differential:

- o PSW Eligibility: PSW completes a series of training requirements provided by Oregon Home Care Commission and is issued an Exceptional PSW Certification. **AND**
- o Individual Eligibility: Individual has been determined to meet the Exceptional criteria by a functional needs assessment and requires at least 20 hours per day of awake care.

- **What does a CME do?**

- o PSW Notification: Notify the PSW that an individual has met the exceptional criteria within 28 days of receiving the Funding Memo affirming the exceptional criteria from ODDS using page 4 of ODDS Service Agreement Form (se4606)
- o PSW Verification: Verify PSW eligibility and enter the correct rate according to the table in Article 14.2 Service Payments of Personal Support Workers. The qualifications can be verified:

- On the PSW Provider Record in eXPRS in the "Specialties" section [How to find & view PSW provider records in eXPRS](#);
- Through the Homecare Registry at <https://or-hcc.org/>; OR
- A PSW may provide a copy of their current credential

Exceptional differential cannot be combined with **CIIS differential**.
~~Cannot be combined with a legacy rate to exceed the published exceptional differential.~~

- **What does ODDS do?**
Quality Assurance checks on PSW authorizations in eXPRS.
- **Where can I get more information?**
[Enhanced/Exceptional Worker Guide](#)
[Enhanced and Exceptional Worker Certificate Program](#)
[Article 14.2 Service Payments of Personal Support Workers](#)

CIIS Differential

- **How does a PSW get this differential?**
 - PSW is authorized to provide services to a child or youth enrolled in CIIS
 - OR**
 - PSW was authorized to provide services to a child or youth enrolled in CIIS at the time the youth turned 18 **AND** individual is in their 18th year after exiting from CIIS due to turning 18.
- **What does a CME do?**
 Authorize the **CIIS differential** from Article 14.2 Service Payments for Personal Support Workers during the youth's 18th year. At the individual's 19th birthday authorize the correct rate according the PSW and client eligibility.
PSW Notification: Notify the PSW that a youth in their 17th or 18th year has met the enhanced or exceptional criteria if applicable within 28 days using page 4 of ODDS Service Agreement Form ([se4606](#)).
- **What does ODDS do?**
Quality Assurance checks on PSW authorizations in eXPRS.
- **Where can I get more information?**
[Article 14.2 Service Payments of Personal Support Workers](#)
[CIIS PSW Transition Rates Worker Guide](#)

Job Coaching Differential

- **How does a PSW get this differential?**
Meet job coaching qualifications as outlined in OAR 411-345-0030 and provide job coaching service

- **What does a CME do?**
Authorize **job coaching differential** from Article 14.2 Service Payments for Personal Support Workers. Follow enhanced and exceptional procedures for clients meeting those criteria and receiving job coaching.
- **What does ODDS do?**
Quality Assurance checks on PSW authorizations in eXPRS.
- **Where can I get more information?**
[Article 14.2 Service Payments of Personal Support Workers](#)

Form(s) that apply:

ODDS Service Agreement Form ([se4606](#))

Request for Funding Review or Exception ([se0514dd](#))

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