

Overview of How PSWs are Assigned a Step in eXPRS



eXPRS is starting the new step-based pay scale on July 1, 2024. The new step will be the base pay rate for these services:

- Job Coaching
- Attendant Care Services
- Relief Care Services
- Travel Time

Base pay is the rate you earn before any differentials. Here's how eXPRS gives each PSW a step!

Step	Number of Hours Worked	July 1st, 2024 Rate
1	0 - 1999.999	\$19.50
2	2000.000 - 3999.999	\$20.50
3	4000.000 - 5999.999	\$21.50
4	6000.000 - 7999.999	\$22.50
5	Over 8000.000	\$23.50

As a reminder, PSWs will begin seeing their steps in eXPRS by July 15, 2024.

Lookback—Counting the hours to find your step

- eXPRS will count the total hours worked based on paid claims from Jan. 1, 2023 to June 30, 2024, excluding overtime hours. This means we only count up to 40 hours per work week. Additionally, only hours on paid claims that are in eXPRS at the time the lookback occurs are counted. If hours are entered and paid after the lookback, they will be included at the next lookback date.

How PSWs are assigned a step

- Regular PSWs will be placed on a step based on the hours worked.
- Legacy PSWs will be placed on a step that matches or exceeds their current base rate.
 - If their current base rate exceeds the highest step rate, they will keep their current base rate. This is called a “Red Circle Rate” or RCR.
 - If their current base rate matches a step on the pay scale, eXPRS will put them on that step. If their current base rate is between steps, it will be rounded up to the next step.
 - If their total hours worked is 2000 or more, they will be moved up one more step.
 - When a Legacy PSW’s hours do not match their step in the scale, they will be put at the minimum hours for that step.
- All PSWs cannot go to the next step until their hours worked equal or exceed the next step minimum.

For PSWs who are credentialed after July 1, 2024, reactivated after being inactive for 24 months, or who are reactivated after being terminated:

- eXPRS will use the date they were credentialed as the start date for counting hours worked, excluding overtime hours.
- Based on the result, the PSW will be given a step.

Contact Info.eXPRS@odhsoha.oregon.gov if you have questions!

Overview of How PSW Rates are Calculated on a Service Prior Authorizations (SPAs)

Step #1— Compare ODDS and APD Pay Steps

- If a PSW has both a pay step with ODDS and a different pay step with APD, eXPRS will use the higher step as the base rate for the service.

Step #2—Check the PSW's Specialties

- eXPRS will see if the PSW has any of the specialties listed in the column on the right. If they do, eXPRS will go to step #3. If not, eXPRS will use the PSW's step rate for the SPA rate.

Step #3—Check the individual being served

- eXPRS will check if the person being served qualifies as Enhanced, Exceptional, or CIIS. If they do, and if the PSW has the related specialty, the differential pay will be added to the rate.

Step #4—Apply any other differentials

- eXPRS will add any other differentials for other specialties the PSW has. Remember, some differentials cannot be combined with others. eXPRS will determine the rate for the SPA automatically.

Resources

- [OHCC Certification Courses](#)



eXPRS will automatically determine the PSW's rate on SPAs based on the PSW's step rate and other differential rates if the qualifications are met.

PSW Specialty	Pay Differential
84-801 - In Home Personal Care Attendant CIIS	\$2.00
84-806 - DD PSW Enhanced Skills	\$1.00
84-807 - DD PSW Exceptional Skills	\$3.00
84-808 - DD PSW CPR/First Aid	\$0.25
84-809 - DD PSW Employment Job Coach	\$2.50
84-818 - PSW Differential (PDC)	\$0.75

When a new SPA is created, the eXPRS system will follow the process on the left to calculate the rate.

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