

<u>Name of FMS Agency</u>	<u>Contact Info.</u>	<u>Info. On Training</u>	<u>Mandatory Training</u>	<u>Other Training Offered</u>	<u>Waiting Period for Health Insurance Full-time</u>	<u>Waiting Period for Health Insurance Part-time</u>	<u>Health Ins. Provided Outside Agency Region</u>	<u>Other Agency Benefits</u>	<u>Region FMS Services are Offered</u>	<u>Agency Fringe Rate</u>	<u>Agency Mileage Rate</u>
AIM Independent Living Center	Kelly McGowan 607-962-8225 ext. 216 kmcgowan@aimcil.com	2 hour pre-employment orientation and initial self certification. Annually, an average estimated 2-6 hours will be spent on annual recertifications of OPWDD required trainings and agency self-certifications. Additional training may be required by the individual participant's plan	All 8 OPWDD required trainings as outlined by the regulations as well as the following 5 agency required trainings: Sexual harassment Violence in the workplace Confidentiality HIPAA Corporate Compliance The majority of these trainings are completed during the initial orientation and/or through self directed learning.	Additional training may be required by the individual participant's plan	AIM offers medical, dental, and life insurance. Employees must work a regularly scheduled 35 hours to be eligible. Employees become eligible the 1st day of the following month after completion of 90 days of employment.	At this time AIM does not offer health insurance to part-time staff. Effective 3/1/15 AIM will offer insurance to all employees working 30 hours or more per week. Benefits are available the 1st day of the following month after completion of 90 days of employment.	Yes, if area is covered by plan networks	Paid time-off (PTO), Paid Holidays, Dental, Flex Spending Account, Retirement Savings Account, Life Insurance, Jury duty, Bereavement Leave, Employee Assistance Program, Medical Insurance Navigator Assistance, Long Term Disability Insurance, Employee Sunshine Fund Program	Regions 1 & 2 Chemung, Schuyler, Steuben, Tompkins, Tioga Counties	35%	AIM will honor the reimbursement rate built into the individual participants plan.
ARC of Monroe County	Kathy Pelkey 2060 Brighton Henrietta Town Line Rd., Rochester, NY 14623 585-271-0660 x2038 kpelkey@arcm Monroe.org	ARC's orientation includes an overview of the agency and covers mandatory OPWDD topics.	New Employee Orientation (NEO), CPR/1st Aid, Abuse Prevention /Event Reporting, Universal Precautions, Signs & Symptoms of Infection, Corporate Compliance/HIPAA	Documentation training, Individualized training with Circle of Support	1st day of the month following 30 days of employment	1st day of the month following 30 days of employment Part-time staff must work 30 hours per week to be eligible for Health Insurance.	Yes, if area is covered by plan network	Paid time-off (PTO), Cash-in PTO, Paid Holidays, Dental, Domestic Partner Coverage, FSA, \$500 HRA for Rx co-pays, Life Insurance, Pension Plan, Tax Deferred Annuity, FMLA, Jury duty, Bereavement leave, Tuition assistance, Employee Assistance Program, Health and Wellness Incentives, On-site Fitness Center, Cell-phone stipend or Agency Cell phone, One Good Turn (paid leave up to 10 hours per year for volunteer work)	Monroe County Only	27.24%	\$.51/mile
ARC of Orleans	Tiffany Grabowski tgrabowski@arcoforleans.org or Jill Pegelow jpegelow@arcoforleans.org PO Box 439 Albion, NY 14411 585-589-6054 x4246	2 days of mandatory training to be completed before work begins	Corporate Compliance, Abuse Prevention /Incident Reporting, Normal Growth and Development, Characteristics of DD, Fire Safety, Infection Control, HIPAA	Variety of options available at the discretion of the Circle of Support	1st day of month following 3 full months of working	Only eligible if they are employed for 25 hours or more per week, and after completion of 520 work hours	Yes, if area is covered by plan network	Tuition Reimbursement, 403B, Life Insurance, Employee Assistance Program, Paid Time Off, 11 Holidays if you work 25+ hrs./wk., others for purchase include: dental, short term disability, cancer insurance	Western DDRO & Finger Lakes DDRO-Orleans, Genesee, Niagara & Monroe Counties	22.42%	Begins at \$.46/mi. goes up \$.02/mi. for every \$.25/gal. increase in gas

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ARC of Steuben County	Holly Tucker One ARC Way, Bath, NY 14810 607-622-1833 htucker@arcofsteuben.org	Some training must be completed by the Arc of Steuben and the Circle of Support before staff begin working with the person. Additional training is required within the first 3 mos. of hire date.	HIPPA, Corporate Compliance, Abuse Prevention/Promoting Positive Relationships, Incident Reporting, Documentation, Rights and Responsibilities, Developmental Disability Awareness / Human Growth and Development, Haz Com, Infection Control, Fire Safety and Person Centered Planning for Individuals with Developmental Disabilities	Option for additional trainings at the request of the individual, the circle of support, or the employee.	1st of the month following 60 days of employment		No	Paid Time-off (PTO) - Year 1 .07 hours accrued per hour worked, maximum of 5.48 hours per pay period accrued. PTO accrual increases each year on anniversary date by .000385 hours accrued per hour working and maxes out after 11 years at .115385 per hour worked and 8.65 hours per pay period. Paid time off is to be used for both planned (vacation, doctor's appointments etc.) and unplanned (sick) absences. Additional benefits if eligibility requirements are met: 401K, Dental, Vision, Life insurance, Optional Short Term & Long Term Disability, Optional Cancer Insurance and more; paid holidays	Steuben, Yates, Chemung, Schuyler, and Livingston Counties	41% full-time employees; 17% part-time employees	\$.50 / mile
Catholic Charities Community Services	Stephanie Clinton 1099 Jay St., Building J, Rochester, NY 14624 585-339-9800 x262 sclinton@dor.org	CCCS's New Hire includes an overview of the agency and covers mandatory OPWDD topics.	New Hire Employee Training, Abuse Prevention, Corporate Compliance, OSHA, Human Growth & Development, HIPAA	Person Centered Planning, Sensitivities to Disabilities, First Aid/CPR, variety of other trainings available.	1st day of the month after 30 days of eligibility		Agency covers 12 counties	401K, life insurance, long term disability, variety of voluntary insurances, vacation, sick, holidays	Finger Lakes Region 1	29 hrs. or less= 25%; 30-40 hours = 32%	\$.50 / mile
Epilepsy-PRALID, Inc.	Krystal Russell 1650 South Ave, Suite 300, Rochester, NY 14620 585-442-6305 krussell@epiny.org	Agency provides Mandatory Training. Will provide some 1:1 training to expedite staff start date. Additional training is required within first 3 months.	Abuse and Neglect Prevention & Individual Characteristics, Safety & Security must be completed prior to staff starting to work with person. Corporate Compliance /Code of Conduct/HIPAA & Non-Harassment training must be completed within first 3 mos. of employment.	CPR/AED/1st Aid, Leadership & Role Modeling, History of Disabilities, Promoting Positive Relationships, Stress Mgmt. Sensitivity Training, Personal Relationships, Human Growth & Development, Signs & Symptoms of Illness/Infectious Disease/ Back Safety, Seizures / Personal Care, Diabetes, Fire Safety, Diversity, Managing Conflict, Nutrition / Food Safety / Cooking, Communication, Problem Solving, No additional charge for above trainings.	1st day of the month following 30 days of employment. Must work at least 30 hours per week to be eligible.		No Coverage provided at this time for staff working less than 30 hours per week.	For PT staff 20+hrs/wk. 403B, Paid time-off, Dental, Other insurance products available for a fee, Flexible spending account, Employee Assistance Program, 7 paid holidays, Time and 1/2 pay for holidays worked, Workers compensation Ins., NYS Short Term Disability Ins. In addition, for FT staff 30+hrs/wk. 3 Healthcare plans to choose from: HRA (Health Reimbursement Acct.), Long Term Disability	Monroe, Wayne, Ontario, Livingston, Genesee, Wyoming, & Orleans counties	30.07%	\$.47 / mile
Finger Lakes UCPA	Lynn Johnston 731 Pre-Emption Rd., Geneva, NY 14456 315-789-6828 ljohnston@happinesshouse.org	Agency and Adult Orientation; Professional Distance; Service Specific training; respite staff training on safeguards and info specific to individuals served.	Universal Precautions; HIPAA/Corporate Compliance; Incident Reporting; Non-Harassment; Principles of Human Growth and Development; PRAISE.	CPR/1st Aid; Defensive Driving.	1st day of the month following hire date.		N/A	Paid Time Vacation, Sick & Personal Time, 10 paid Holidays, Retirement Plan, Life Insurance/Long Term Disability, Employee Assistance Program, Dental Insurance, Flexible Spending Account.	Region 1 Finger Lakes	21.50%	\$.40 / mile

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Heritage Christian Services, Inc.	Finger Lakes: Nikisha Ridgeway 349 West Commercial Street Suite 2795 East Rochester NY 14445 (585)340-2000 Western NY: Paula Jones 3790 Commerce Court #800 North Tonawanda NY 14120 (716) 743-2020	A variety of educational and training topics are offered for employees. Training is provided in East Rochester, NY and is scheduled during both day and evening hours.	Benefits and program education includes: 1)Promoting Positive Relationships and Safe Environments, 2)Incident Reporting and Abuse 3)Individual Rights 4)Cultural Competence 5)HIPAA etc. Other Training as determined by the COS/Planning team: CPR/1st Aid/AED 6 hrs., Transportation Safety .5hrs., Agency orientation 8 hrs.	A wide variety of options are available throughout the year to enhance knowledge and skills of support staff. These can be built into the individuals plan based on individual/COS choice.	1st of the month following 2 months of employment	N/A	Yes, Excellus Blue Cross/Blue Shield	Paid time-off (PTO), retirement plan, life insurance, 403 (b), supplemental disability and life insurance	Finger Lakes & Western NY areas including Monroe, Wayne, Livingston, Ontario, Orleans, Niagara, Erie and Genesee counties	The agency offers 3 choices of fringe rate based on the staffing supports included in the budget: 13%mandated fringe for employees working less than 20 hours; 23% for employees working between 20 and 30 hours; 33 full-time benefit eligible: 32 hours or more	As of 1/1/2015 - agency reimbursement rate is the same as the IRS mileage reimbursement rate.(.55)
LDA Life and Learning Services (dba: Learning Disabilities Association of the Genesee Valley, Inc.)	Pat Willis Fl Liaison 585-224-7222 pwillis@ldagvi.org Lynn Barnett Finance 585-224-7232 lbarnett@ldagvi.org 1650 South Ave, Ste. 200, Rochester, NY 14620	New Employee Orientation + mandatory training = approx. 10 hours. Some training must be completed before staff begin to work with individual. Circle provides individual specific training.	Code of Conduct/ Corporate Compliance, Abuse Prevention /Incident Reporting, Principles of Human Growth and Development, Non-Harassment, Characteristics of Persons Served**, Safety and Security Procedures** **provided by Circle of Support	Choking Prevention, Individual Rights, Alternative Learning Styles, Intro. To Diversity Awareness, Exposure control, Fire Safety, Back Safety, SCIP-R, OPWDD Medication Administration, Adult CPR & First Aid, Time Management, Customer Service, Professionalism, Basic Mental Health Overview, Person Centered Planning	1st day of the month following date of hire. Employees must work 30 regularly scheduled hours/week to be eligible for medical insurance.	No Coverage provided at this time for staff working less than 30 hours per week.	Yes, if area is covered by plan networks	Medical, Dental, Vision, Life Insurance, 33 Paid days off. Benefits are pro-rated for part-time employees (those who work at least 30 regularly scheduled hours per week), 403B Retirement (employee contribution) Supplemental Short-term Disability	Region 1 (Finger Lakes & Western)	13% for budgets with less than 30 staff hours; 35% for budgets with 30 or more staff hours	LDA will honor the reimbursement rate built into the participant's budget.
Lifetime Assistance, Inc.	Judith Ekiyor 729 Weiland Rd., Rochester, NY phone: 585-784-3069 judith.ekiyor@lifetimeassistance.org	New Employee orientation occurs the first week of employment. The training is an overview of Lifetime Assistance's policies and procedures. Training must be completed before employee begins to work with individuals.	First Aid, CPR, Eating and Swallowing, Fire Safety, Corporate Compliance, Abuse Prevention, Human Sexuality, Human Growth and Development, Diversity, Incident and Unusual Events Abuse Reporting, Prevention of Sexual Harassment, Overview of Developmental Disabilities, HIPAA, PICA Awareness, Infection Control/HIV/TB, Infection Control/Infection/Diseases, Signs and Symptoms of Illness and the Aging Process, Positive Approaches, Challenging Passenger Assistance Training, AMAP, SCIP-R, Family Relations, OPWDD Approved Diabetic Training	Universal Enhancement, Back Safety, Social Evaluation, DDP Training, Individual Service Planning, Training Progress Note/ Monthly Note, Billing procedures, Wellness, Orientation to work sites, Person Centred Planning, Individualized training at the request of the Individual/ Family/ Staff	First Day of the following month.	First Day of the following month.	Yes, if covered by plan network.	Paid Time Off (PTO), Medical/Dental, FSA, HRA, FMLA, 401 & 403 plans, Paid Holidays, Life Insurance, Tuition Reimbursement, Referral bonus, Supplemental short term disability, Employee Assistance Program (EAP)	Monroe & some surrounding counties	Average is 36%	\$.51 /mile
Trinity Assistance Corp.	Nerissa Denaro 3545 Buffalo Rd. Rochester, NY 14624 585-861-6817 x3 nerissadenaro@trinityassistance.org	New Employee Orientation + mandatory training = approx. 10 hours. Some training must be completed before staff begin to work with individual. Circle provides some training. **Staff is trained and ready to work in 1-2 wks unless Child Abuse Clearance is required (1 mo.)	New Employee Orientation (NEO), Abuse Prevention /Incident Reporting, Promoting Positive Relationships & Safe Environment, Principles of Human Growth & Development, HIPAA, Fire Safety, Back Safety, Emergency Policies & Procedures, Communication & Documentation, Smoking Policy, Characteristics of Persons Served**, Safety & Security Procedures** ** Provided by Circle of Support	Individual Rights, Exposure Control, Seizure Precautions, Hazardous Materials, Basic Mental Health Overview, Summer Precautions, Winter Precautions	1st day of month following date of hire for full time if included in fringe or No Coverage but could be offered on an individual basis (staff to buy into benefit)	1st day of month following date of hire for part-time (minimum 20 hrs/wk) if included in fringe or No Coverage but could be offered on an individual basis (staff to buy into benefit)	Yes, if area is covered by plan networks	Back up staffing for most cases. Medical & Dental, Paid Time-off (based on participant's choice of fringe rate) Supplemental short term disability	Finger Lakes & Western NY DDSO region	35% = Medical/ Dental/ 2 weeks PTO/Holiday Pay 32%= Medical/ Dental/ Holiday Pay 28.55% 2 weeks PTO/ Dental/ Holiday Pay 23.79% 13%= State Mandated Fringe	\$.565 /mile