



I am an IHSS provider with one recipient, but my recipient has more than one IHSS provider

New Timesheet Rules for IHSS Providers



Here's how the new rules affect you

Your IHSS recipient must create a work schedule for all of their IHSS providers. The recipient may divide their weekly maximum hours (which are their monthly authorized hours divided by four) among providers as they see fit.

If you work more than 40 hours per week, you will receive overtime pay for your additional hours worked up to 66 hours per week.

You may work more than the recipient's weekly maximum hours, if needed and with county approval, but never more than your recipient's monthly authorized hours.

If changes to your workweek hours cause you to work overtime when you usually don't, or to work more overtime than usual, the change must be approved by the county in order to avoid violations.

It is very important that you understand these rules, as working more than 66 hours in a week will result in a violation.

If you need help completing your IHSS timesheet, or have questions about the new IHSS program rules, please contact UDW at 1-800-621-5016 or visit www.udwa.org/timesheets.