



# I am an IHSS provider with more than one recipient

## Here's how the new rules affect you:

If you work more than 40 hours per week, you will receive overtime pay for your additional hours up to 66 hours per week. Your maximum workweek hours are 66 for **all of your IHSS recipients combined**. If one or more of your recipients needs a provider to work more hours than you are allowed, they will need to hire an additional provider.

### You may qualify for travel time pay!

Travel time is the time spent on the same day traveling directly from one IHSS recipient to another. If all of your recipients live in the same home, you do not qualify for travel time.

You may use any form of transportation to get from one client to another, including your own car, public transit, a bicycle, or walking. If you conduct personal business while travelling from one IHSS recipient to another, you may not count that time as travel time. However, you may count the time you stop for gas for your car.

### Maximum travel time is 7 hours per workweek.

These hours are not included in your 66 maximum workweek hours nor are they deducted from your recipients' monthly authorized hours.

Keep track of your travel time and report it on the travel claim form you receive from the county. In order to receive a travel time claim form, a provider must complete SOC 2255 and mail it in by April 15, 2016.

It is very important that you understand these rules, as working more than 66 hours in a workweek or claiming more than 7 hours of travel time in a workweek 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](http://www.udwa.org/timesheets).**