

LIFE PATTERNS LOWDOWN

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We will be closed
Monday, July 4th
for
Independence Day

Rate Increase for I/DD waiver and FE waiver

Governor Kelly has granted funds within her budget for an increase for the I/DD and F/E waivers. We are currently still waiting to hear from KDADS what those exact amounts will be. These increases will be effective starting for hours worked July 1st, 2022. As the employer, you will have the choice to increase your worker's rate of pay. So, what do you need to do?

If you would like to increase your employee's pay, you **MUST** complete a new Employee Agreement form. **NO CHANGES WILL BE MADE WITHOUT THE NEW FORMS.**

This form can be found on our website: www.lifepatternsks.org or you can contact our offices to have us send out an Employment Agreement form.

Our offices can be reached at:

Topeka office-785.273.7189

Montezuma office-620.846.2658

Forms can be returned by:

Mail-3300 SW 29th St Suite 100 Topeka, KS 66614 or PO Box 418 Montezuma, KS 67867

Email - kristen@lifepatternsks.org or cristina@lifepatternsks.org

Fax – Topeka office 785.273.3816 or 620.846.2340

If you have any questions, do not hesitate to call!!

Employee Retention / Sign-on Bonus: You've Turned In Your Application, Now What?

We have submitted the application to the State for all the Employers that requested to be included in the Workforce Incentive Program. We are waiting to hear back from the State letting us know the final amounts that can be distributed to your employees. Here is what will happen next:

- Once we get the final information from the State, we will contact you – sometime in June
- We will send you an Employee Attestation form
- Once we have received the attestation back:
- Retention bonuses will be paid on the payroll after we receive the attestation
- Sign-on bonuses will be paid once the new employee has worked for two months and we have received the attestation form back.
- **EMPLOYEES MUST STILL BE ACTIVE TO RECEIVE THE BONUS**

Bonuses must be paid out by December 31, 2022, which means that any new-hires after October 31st are not eligible for a sign-on bonus.

TIME CHANGES

As the Employer it is YOUR responsibility to ensure that your workers are clocking in and out using AuthentiCare AND that you are making corrections to your workers' hours if they miss a clock in or out (or clock in or out late). Time changes should always be done within 48 hours of the error occurring, to ensure that your workers are getting paid for all the hours that they work. Time changes can be faxed, emailed, mailed, or submitted on our website (under the Time Changes tab).