

Hourly Respite

Respite is paid through payroll, so there is the additional cost to the budget for unemployment, Social Security, Medicare and Worker's Compensation (standard employer-paid payroll fees), and an administrative fee.

Note: MRCI is unable to pay for hours worked that occurred prior to the date that the background check was processed on the employee/respice provider. (The authorization for the background check is part of the new employee packet.)

Hourly respice:

Show the start and end times and the total number of hours worked each time. Once all of the respice hours are recorded in a pay period, please be sure to show the total number of hours worked and the rate per hour.

***Sleeping time - How to record it according to Labor Law:* see attachment information provided by NRCPDS:** - If you have questions about whether sleep time can be excluded from hours worked in a specific employment situation, please refer to the decision tree located on page 11 of the FLSA Home Care Rule Tool Kit.

Overtime:

Just as with regular payroll, if the work completed by the provider exceeds 40 hours in a calendar week (Sun-Sat), we are obligated to pay time and a half on all of the hours worked over 40.

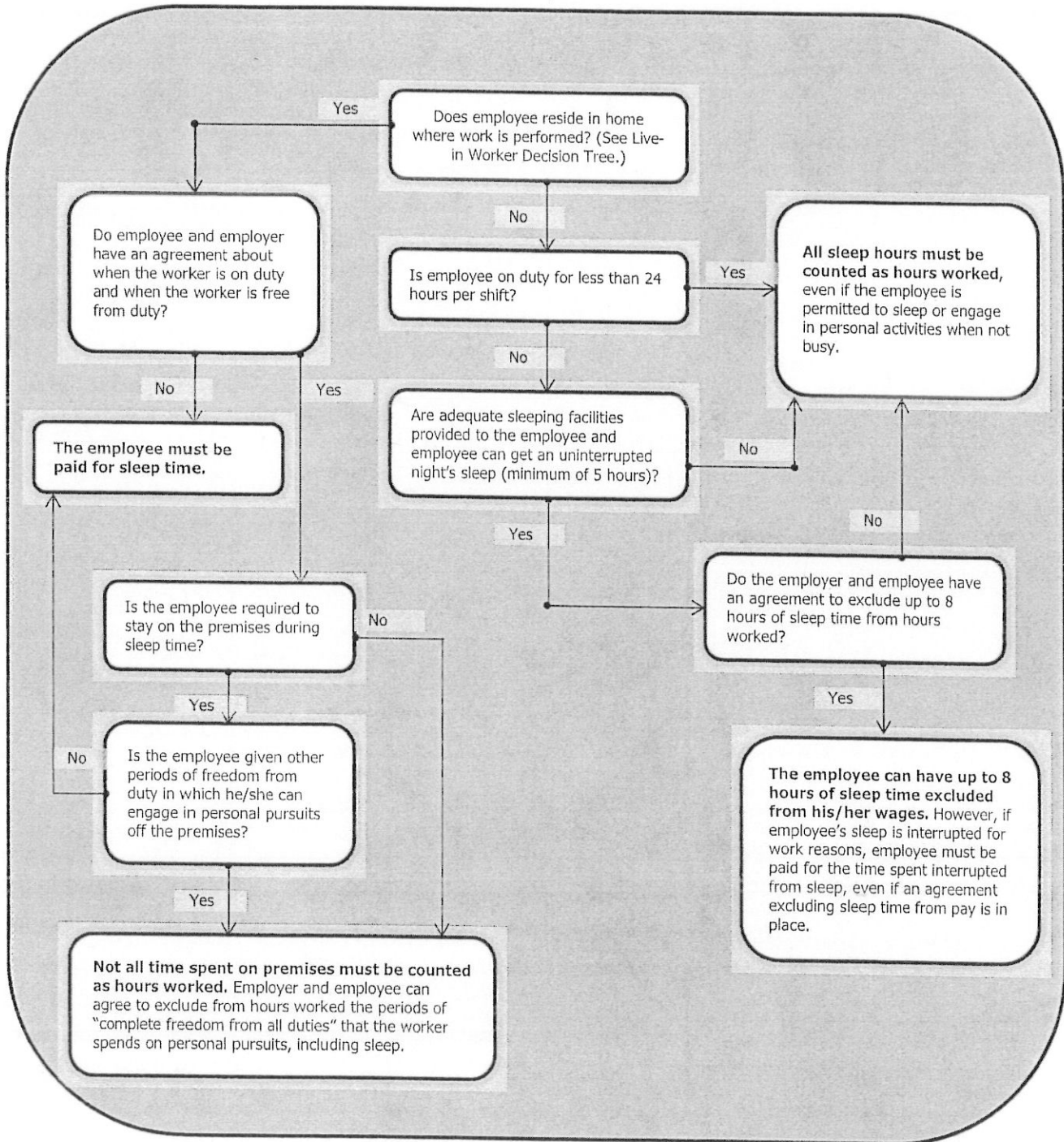
Crossing pay periods:

Again, just as with regular payroll, if respice crosses pay periods it needs to be shown on two separate respice timesheets. The cut-off for the pay period is always 12 midnight, on the 15th and the last day of the month.

Sign the form:

Please be sure that both the client's representative (managing party) and the respice provider sign the form.

Must the employee be paid for sleep time?



Sleep Time Decision Tree