



Program Roles

We all play an important role in the SDS program. But many ask, “What is my role/title in the SDS program?” According to the [Roles and Functions within Self-Directed Supports](#), the roles can be summarized as:

- **Individual:** The person receiving support services such as SDS through the Missouri Department of Mental Health, Division of Developmental Disabilities.
- **Employer-Employer ID Number (EIN) holder:** The person by law who hires an employee to provide support. This is the Individual if they are over 18 years, or, the parent or their legal responsible party, if the Individual is under 18 years of age.
- **Designated Rep.:** An unpaid person chosen by the Individual to manage the day-to-day activities of the employees on the Individual’s behalf.
- **Support Coordinator:** Professional who works for Case Management entity that contracts with Division of DD to provide Targeted Case Management for Individuals using support services through Division of Developmental Disabilities.
- **Self-Directed Supports Employee titles:** Regular Personal Assistant (PA), Medical Personal Assistant (PA), Community Specialist.
- **Public Partnerships:** the Fiscal Management Service (FMS)

Tax Season is just around the corner!

Verify your contact information in BetterOnline™ to make sure you receive your year-end tax paperwork in a timely manner.

Public Partnerships will update the 2020 State Unemployment Insurance (SUI) rates for all Employers on BetterOnline™. Look for this update at the end of January to early February. To review, log on to the Individual's profile, scroll down to the "Employer of Record" section for the "MO State Unemployment Insurance Rate". For more resources, check out The [Missouri Department of Labor State Unemployment Insurance rates and updates](#), the [SDS Payrate Calculator](#) on Public Partnerships program website, and [Guide to Managing Budget and Employee Rate Setting](#) for Individuals Self-Directing Supports with MO Division of Developmental Disabilities.

The current minimum wage in Missouri is \$8.60 per hour. Continuing from 2019 to 2023, the minimum wage will increase 85 cents per hour each year before reaching \$12.00. Employee's below the new rate will receive automatic increase to \$9.45 per hour effective January 1,2020.

No action is needed by you if you are currently paying under the new 2020 minimum wage of \$8.60. We will automatically increase your employee's pay rate to the new minimum wage effective 1/1/2020.



Good News!

Tax form W-2s are now online on our BetterOnline web portal.

We know how busy program participants and their workers are. At Public Partnership, it is our mission to support individuals to live independently. We truly value customer feedback; with tax form W-2 being online as one of our top requests.

Why is this good news for workers?

Tax Forms W-2s are now immediately available online at our BetterOnline web portal and can be used for:

- Worker filing 2018 tax returns
- Worker records
- Needed documentation for a mortgage or other loan
- Replacing a lost paper tax Form W-2

Workers can access tax Form W-2 by going to fms.publicpartnerships.com and either login in or registering an account.

Industry News

From the wildfires in California to the hurricane in the Caribbean and tornadoes in-between, our world is impacted every day by powerful factors that are out of our control. The one thing we can do is make sure our home, work, and vehicles are supplied with what's necessary in an emergency event.

Did you know that most counties keep a registry of types of help someone may need in the event of an emergency? By calling 211 or visiting their [website](#), you can find out how to access the registry in your location. You may be able to answer questions over the phone or fill out a form for that agency to keep on file. Emergency response personnel use this information to make better decisions and improve response time in the case of an emergency.

Also visit <https://www.ready.gov/disability> for great information on preparedness for any weather-related event.

Are you ready for winter weather? Department of Homeland Security can help you plan.

Program Profile:



Sandy with her daughter, Caitlin

**Sandy Kasprzak,
Strategic Client
Engagement Department**

Sandy has worked for Public Partnerships for almost 7 years overseeing multiple state programs including Missouri. When asked what makes her proud of the Missouri Program, she said, "The people I have met across the State of MO. They are passionate for Self-Direction. They are responsive and provide positive feedback as well as areas of growth for PPL with honesty and integrity. I am also proud to work with all the Missouri staff. They have unmatched loyalty to those we serve."

Sandy has friends and family that utilize some sort of self-directed services. This service wasn't around for her Grandma. When her health needs became greater than what the family could handle, there were no options but placement into a facility. Sandy said this situation, "haunted my family long after my Grandma was gone."

When not at work, Sandy loves spending time with my family and friends. "They are my heart and soul and my laughter too." She also enjoys walking, gardening and her dog.



**Congratulations to Connor McGranahan:
Mental Health Champion**

<https://youtu.be/Ujsf8-NEekw>

Survey's in...



Thank you for the feedback in our annual newsletter so that we can better our services. We are working on finding ways to implement the suggestions given, but here is some feedback we'd like to share:

- The app makes things convenient.
- The personnel we have worked with have been acutely familiar with "both sides" of things - the intricacies of the Medicaid system and the needs we have as a family. It was such a comforting, thorough onboarding process for us.
- Knowing what my budget is, what has been spent and what remains. It allows for me to plan ahead.
- Friendly, respectful and helpful every time we've had to call.
- As a whole, I love the ability and assistance public partnership allows me as a guardian
- The individuals I speak with are always kind and try to help but the technology or website is so frustrating I have considered stopping the service.
- I would like to see a quicker turn around on new employee and updated employee good to go statuses.

The increase we saw in participation. Participation increased 71% in comparison to our 2018 satisfaction survey!

Employer Q & A

Q: How much can I pay my employee(s)

A: Employers(EOR)/Designated Representatives(DR) have “budget authority” to set the hourly rate of pay for their Employee(s). EOR/DR should use the resource tools, [Guide for Managing Budget and Employee Rate Setting for Individuals Self-Directing Supports](#) and the [SDS Pay Rate Calculator](#), to help determine hourly rates of pay for Employees. The EOR/DR is responsible for setting the employee rate, if you have a Support Broker, they would be able to assist with setting the rate. Public Partnerships does not set rates (Employee hourly rate, maximum hourly rate or minimum wage). The EOR/DR can view the current minimum and maximum rates by going to their individual profile and choosing associated employees/services, and looking under rates. If you have further questions on how your budget was created, please speak with your Support Coordinator.

Q: What pre-employment trainings do my staff need to have, aside from the DMH Abuse & Neglect training?

A: Check out the Individual’s checklist by logging into your BetterOnline Web Portal account, clicking “My Profile” and scrolling to the bottom of the Profile page. Click “Checklist”. You will see the Self-Directed Supports program service that the individual receives, along with a list of training exemptions. This checklist should match the information in your Individual Support Plan (ISP).

Q: I want to hire a new employee who already works for someone in the SDS program. Do I still need to submit paperwork for them?

A: Yes. Each Individual receiving services is their own business. When an employee applies to work for another “business”, they need to fill out a new employee application and provide supporting documents for the other Individual.



Don't forget to check out our mobile app for Time Entry.

[Click here to learn more.](#)



Customer Service Hours

Monday- Friday: 8 a.m. - 6 p.m. CST



Contact Us

Phone (English): 1-844-735-7370

Email: csmosds@pcgus.com

Customer Service Hours

Monday- Friday: 8-6 Central Time

Contact Us

Phone (English): 1-844-735-7370

Email: csmosds@pcgus.com

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).