

Consumer Option Form

This form must be mailed to your Fiscal Intermediary within 2 weeks of receipt of this notice if you choose to provide the PCA Orientation yourself, through the Consumer Taught option

Date:

**Effective immediately, New PCAs must complete the PCA New Hire Orientation requirement within 6 months from their date of hire. New PCAs who fail to complete the Orientation within the six months - an after-tax payroll deduction equal to two dollars (\$2.00) per hour will apply, until such time as they complete the Orientation program.**

**If the New PCA completes the Orientation within 2 months of their 6 month anniversary date, the payroll deductions will cease and all accumulated deductions will be returned. If the New PCA completes the Orientation after 8 months of the date of hire and submits the correct paperwork, the payroll deductions will cease but they will forfeit all accumulated deductions.**

***Note: New PCAs hired between January 1, 2014 to January 31, 2015 will have 6 months from the date of this notice to complete the Orientation.***

I, \_\_\_\_\_ understand it is my responsibility to ensure my new PCA is oriented to their new position.  
Consumer Name

As the PCA employer, I have the choice to send my new PCA to a group session offered by the Homecare Training Benefit, or I can choose to provide the PCA New Hire Orientation material to my new PCA, utilizing the Consumer Taught option. I understand the PCA New Hire Orientation contains information on:

- Independent living principles
- Workers' rights and responsibilities
- Operational procedures of the PCA program in MA
- Identifying and reporting fraud and abuse, and
- Resources to support both consumer employers and PCAs including, but not limited to, the role of 1199SEIU, the role of the PCA Workforce Council, and the Rewarding Work web portal.

- ☐ I have reviewed the information provided to me. I choose to provide the Orientation to my new PCA under the Consumer Taught option.

\_\_\_\_\_  
Consumer signature

\_\_\_\_\_  
Consumer ID number

\_\_\_\_\_  
Date

- ☐ (please check if applicable) I have received curriculum materials in the past and do not need another copy

I, \_\_\_\_\_, understand my consumer chose the Consumer Taught option and will provide me with the  
PCA Name

**PCA New Hire Orientation. I understand effective immediately; New PCAs must complete the PCA New Hire Orientation requirement within 6 months from their date of hire. New PCAs who fail to complete the Orientation within the six months - an after-tax payroll deduction equal to two dollars (\$2.00) per hour will apply, until such time as they complete the Orientation program.**

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\_\_\_\_\_  
PCA Signature

\_\_\_\_\_  
Date

**Stavros**

Stavros Center for Independent Living, Inc  
210 Old Farm Rd  
Amherst, MA 01002

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**Cerebral Palsy of Massachusetts**

Cerebral Palsy of MA  
Attn: Fiscal Intermediary Office  
600 Technology Center Drive  
Stoughton, MA 02072

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**North East Arc, Inc.**

Northeast Arc, Inc.  
Attn: Fiscal Intermediary Department  
6 Southside Rd.  
Danvers MA 01923