

## Fiscal Intermediary (FI) Profile Sheet

<b>Fiscal Intermediary (FI)</b>	<b>AIM Services, Inc.</b>
<b>Website address</b>	www.aimservicesinc.org
<b>Contact Person (s)</b>	Danielle Wiltsie
<b>Phone Number</b>	518-450-2854
<b>Email Address</b>	dwtlsie@aimservicesinc.org
<b>Corporation ID #</b>	20190
<b>What counties are served?</b>	Capital, Sunmount, Taconic, Hudson and LI Region
<b>How many people do you serve?</b>	1,000
<b>How long have you been providing FI services?</b>	3 years
<b>What is your fringe rate/rates for self-hired staff? What is included in the fringe rate/rates? Attach additional documentation if needed.</b>	15%/ Fringe rate will be attached
<b>Do you have an electronic system that can be accessed by individuals/designees?</b>	Yes
<b>What is your mileage rate for staff owned vehicles?</b>	.545 per mile
<b>Does your agency provide Brokerage services? Do you require participants to use agency Brokers?</b>	AIM provides Broker Services in the Capital Region. AIM does not require participants to use Agency Brokers.
<b>How many hrs. will staff spend in mandatory training? 1. Before they start? 2. Annually?</b>	Initial Training is online and it can take up to 7.5 hours. Also annual training online up to 2.5 hours.
<b>What additional trainings are offered by your agency? Any additional trainings required?</b>	Additional Trainings can be discussed if needed.
<b>From the time of complete paperwork submission, what is the average hiring timeframe for new staff?</b>	Two weeks.
<b>Do you offer health ins. for full-time staff? How many hrs. are considered full-time? Is there a waiting period?</b>	Yes- 35 hours or more. Employees receive Health Insurance the first of the following month of their full time status.
<b>Do you provide paid sick time for staff?</b>	Yes, PTO 90 days after for Full Time Employees
<b>Do you provide paid Holiday time for staff?</b>	Yes, Full time Employees
<b>Do you have an emergency staffing pool?</b>	Yes, for Capital Region
<b>Describe what role, if any, you have in recruiting self-hired and agency supported staff?</b>	Pool Staff List

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<b>What is your timeline for reimbursements?</b>	Reimbursements occur twice a month once they are received. Due dates are 1 <sup>st</sup> and 15 <sup>th</sup> of each month							
<b>Do you have any options for upfront payments? (i.e. IDGS-camp)</b>	Yes							
<b>What Waiver Services are available to self-direct?</b>	Community Habilitation	Yes	Respite	Yes	SEMP	Yes	Live-in Caregiver	Yes
<b>Do you have any service restrictions? (i.e. capped rates for Self-Hired Community Habilitation, Mileage, or any service you do not provide or restrict)</b>	There is a pay rate cap for Com Hab at \$25 hour, Rate cap for Respite at \$17 an hour and Rate Cap for Self Hired SEMP at \$34 hour							