

## Fiscal Intermediary (FI) Profile Sheet

<b>Fiscal Intermediary (FI)</b>	<b>Starbridge Services Inc</b>
<b>Website address</b>	http://www.starbridgeinc.org/
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<b>Corporation ID #</b>	23070
<b>What counties are served?</b>	Monroe, Ontario, Wyoming, Orleans, Erie
<b>How many people do you serve?</b>	110
<b>How long have you been providing FI services?</b>	14 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>	<p>Fringe rate 15%- Regular work hours under <b>0-19</b> hours a week</p> <ul style="list-style-type: none"> <li>Part time <b>not</b> benefits eligible</li> </ul> <p>Fringe rate 15%- Regular work hours <b>20-29</b> hours a week</p> <ul style="list-style-type: none"> <li>Part time benefits eligible</li> <li>Pro-rated benefits offered (PTO, Dental, Vision, Life)</li> </ul> <p>Fringe rate 35%- Regular work hours <b>30-39</b> hours a week</p> <ul style="list-style-type: none"> <li>Part-Time benefits eligible</li> <li>Prorated benefits offered (PTO, Dental, Vision, Life, and Health)</li> </ul> <p>Fringe rate 35%- Regular work hours <b>40</b> hours a week</p> <ul style="list-style-type: none"> <li>Full time benefits eligible</li> <li>Benefits offered in Full: PTO, Health, Dental, Vision, Life</li> </ul> <p>**We are in process of assessing our Fringe rate for staff working 20 hours or more who are part-time benefits eligible.</p>
<b>Do you have an electronic system that can be accessed by individuals/designees?</b>	No
<b>What is your mileage rate for staff owned vehicles?</b>	.51
<b>Does your agency provide Brokerage services? Do you require participants to use agency Brokers?</b>	No/ No
<b>How many hrs. will staff spend in mandatory training?</b> 1. Before they start? 2. Annually?	<p><b>One Time trainings:</b></p> <ul style="list-style-type: none"> <li>Characteristics of the person served (With the Individual/COS – Time varies)</li> <li>Safety and security Procedures (With the Individual/COS – Time varies)</li> <li>Principles of Human Growth and Development (Online – 1 hour)</li> <li>DSP documentation training (in class -1 hour)</li> </ul> <p><b>Annual Trainings</b></p> <ul style="list-style-type: none"> <li>Code of Conduct (online – 3hours)</li> <li>Incidents and Abuse (in class -2 hours)</li> <li>Non-Harassment for Employees (Online – 1 hour)</li> </ul>
<b>What additional trainings are offered by your</b>	<ul style="list-style-type: none"> <li>First Aid</li> <li>CPR Training</li> <li>Back Safety Training</li> </ul>

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agency? Any additional trainings required?	<ul style="list-style-type: none"> <li>• SCIP-R Training</li> <li>• No Additional trainings are required</li> </ul>								
From the time of complete paperwork submission, what is the average hiring timeframe for new staff?	<ul style="list-style-type: none"> <li>• Approximately 4 weeks. Lengthier process is due to delay in references calling back, paperwork left incomplete, or missing documentation.</li> </ul>								
Do you offer health ins. for full-time staff? How many hrs. are considered full-time? Is there a waiting period?	<ul style="list-style-type: none"> <li>• Health Insurance offered at part time (30 hours per week and above)</li> <li>• Full time= 40 hours per week (All benefits offered in Full: PTO, Health, Dental, Vision, Life)</li> <li>• There is no waiting period</li> </ul>								
Do you provide paid sick time for staff?	No, Sick time is included in PTO								
Do you provide paid Holiday time for staff?	No, holiday time is included in PTO								
Do you have an emergency staffing pool?	No								
Describe what role, if any, you have in recruiting self-hired and agency supported staff?	We offer help with reviewing job postings to assure compliance with equal opportunity employment standards. If recruitment is included in the budget, we do provide assistance with posting ads on indeed on a case by case basis.								
What is your timeline for reimbursements?	10 to 15 business days								
Do you have any options for upfront payments? (i.e. IDGS-camp)	yes								
What Waiver Services are available to self-direct?	<table border="1"> <tr> <td>Community Habilitation</td> <td>X</td> <td>Respite</td> <td>X</td> <td>SEMP</td> <td></td> <td>Live-in Caregiver</td> <td></td> </tr> </table>	Community Habilitation	X	Respite	X	SEMP		Live-in Caregiver	
Community Habilitation	X	Respite	X	SEMP		Live-in Caregiver			
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)	We do not provide live in caregiver								