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KIMBERLY G. BOSWELL
COMMISSIONER

TO: Employers of Records, Support Coordination Agencies and ADMH Staff
FROM: Division of Developmental Disabilities
RE: Self-Directed Services, Financial Managements Services Agency Transfer
DATE: July 23, 2021

The Self-Directed Services individuals and employers of record (EOR) transfer from one Financial Management Services Agency (FMSA) to another will be available at the beginning of the next quarter, October 1, 2021. The FMSA Transfer, Free Choice of Provider and Referral forms must be completed by the Support Coordinator in collaboration with the EOR and submitted to the Regional Office no later than August 6th via the request for action (RFA) process.

As employers of record are deciding to transfer from one FMSA to another FMSA, they should consider the following:

- Public Partner LLC (PPL) automatically provide workman's compensation insurance for all EORs. The cost of workman's compensation will be deducted from the overall budget. Therefore, the EOR does not have to locate a policy, pay for it, and be reimbursed. Due to the automatic access to workman's compensation to maximum pay rate for employees may be less than what is with Allied Resources Group.
- Pay rates for employees (providers) are dynamic and based on the State Unemployment Tax Act (SUTA) that requires employers to pay a type of payroll tax. Each EORs SUTA rate is based upon the length of time the EOR has been an employer and the number of claims filed and paid for their staff. PPL calculates the pay rate range that is available for the EOR to pay his/her staff.
- Due to the reconciliation of the closing account and initiation of the new account process, there will be 60-90-day delay in access and reimbursement from budgetary savings account. The EOR must submit all receipts to the current FMSA for payment no later than September 15th.
- PPL offers a web portal that the EOR access with a log-in credentials. This allows the EOR to check their savings balance and review utilization of services.

Employers of record should contact their Support Coordinator with questions about the process and status updates.

Attachments (2)