

FAQ - Frequently Asked Questions

Weekend Direct Care Professional (WDCP) (with full benefits at 30-32hrs/wk)

Effective July 30th

1. **What is a weekend direct care professional (WDCP)?**
 - a. This is a new position being offered that includes full medical and dental benefits, full-time base pay (\$19-23 for weekends) as well as PTO benefits starting at 120 hours per year for new employees who work at least 4 shifts/week (minimum of 30-32 hours) on the weekends (Friday PM/AW, Saturday AM/PM/AW, Sunday AM/PM).
2. **What shifts count as “weekends” for this purpose?**
 - a. Weekend shifts that can be worked by a WDCP are some combination of the weekend hours part of the weekend staffing patterns at each given home- generally between Friday 2-10pm, Friday overnight awake 10pm-6 am. Saturday 6am-2pm, 2pm-10pm, Saturday overnight awake 10pm-6am, Sunday 6am-2pm, 2pm-10pm.
3. **Can a weekend DCP do a sleep shift in between their hours?**
 - a. A WDCP could choose to do a paid sleep shift between their shifts, but this would not count towards their 30-32 hours/wk to qualify for WDCP status. The benefit of this would be to get paid for the sleep and to avoid driving between doubles.
4. **Can a weekend DCP also work a shift during the week?**
 - a. As long as a WDCP is pre-scheduled and works 4 qualified (non-asleep) shifts on the weekend, they are able to also work a shift during the week if desired.
For example, they work Sunday 2-10 and the following Friday they work 2-10, with a double on Saturday (8a-2pm then 2pm-10pm). They could do a shift during the week as well, if desired.
5. **Can a weekend DCP do 2 doubles (Saturday 6a-2pm/2pm-10pm & Sunday 6a-2pm/2pm-10pm or a double including an awake)?**
 - a. With PD approval, WDCPs can do 2 16-hour doubles if desired. ***Keep in mind that pay periods start at 12am on Sunday morning and a workweek would include Sunday of one week and then the Friday and Saturday in that same week.*
6. **What rate of pay would a weekend DCP get?**
 - a. A WDCP would be working all weekend shifts, so the rate for those shifts would be \$2 more than the full-time base of \$17/hour. A WDCP would be making \$19.00+ per hour for weekend day and evening shifts, and \$21+ for awake shifts on Friday and Saturday. The + refers to homes with an

additional rate exception differential which could add an extra .50/hour-2.00/hour. If the WDCP chooses to work a weekday shift, that rate would be \$17/hour.

7. If a WDCP needs to take a weekend off, can they work shifts during the week to avoid using PTO?

a. Weekend only DCP's must work the weekends. WDCPs will need to use PTO if they are unable to work 4 weekend shifts, or on rare occasions, with written PD approval in advance, they can replace a weekend shift of direct care with a shift during the week under specific circumstances.

8. Can float staff be Weekend DCP Floats (with FT benefits at 30-32 hours?)

a. Yes, floats can be weekend DCPs. They'd get full-time float pay rate + weekend differential and would be scheduled through the float coordinator for their weekend hours. They'd then receive full benefits at 30-32 hours of weekend shifts.

9. When does a WDCP start earning OT (time and a half pay)?

a. Once they have reached over 40 hrs in a week

10. How much PTO will a WDCP earn?

a. Full-time Weekend DCPs with full benefits at 30-32 hours per week will begin accruing 120 hours of PTO per year of the Non-Exempt Employee accrual rates noted in the chart below. Note that a WDCP would only need to use enough PTO to get to 30 hours/week rather than the 38-40 hours needed by a FT staff. They could choose to use enough PTO to get up to 40 hours if the PTO is available and this is desired.

11. Will all houses be able to accommodate a WDCP?

a. No, each house has different staffing patterns and staffing needs so openings will likely vary between locations and even time of year. If you are interested in being a WDCP, we will find a location to accommodate where possible—possibly even splitting between two homes if desired.

12. Can a WDCP be on-call for a home or be an on-call supervisor?

a. No, since they're working already they generally can't be on-call.

13. How do I become a WDCP?

a. Current employees in good standing who are interested in becoming WDCPs should first talk to their RS and/or PD to see if their home could accommodate this role. If approved, the RS/PD can complete a wage notice and change of status form for the new role. If they cannot accommodate at the base home, reach out to Sarah.Abbott@acrhomes.com to find a home to split status with or to transfer to.

14. Is there a minimum length of time that I would have to commit to a WDCP position?

a. This position will typically be reserved for those who can commit to the position for at least 6 months.