



Oklahoma CD-PASS Employee Rate Form

To make sure employees are paid correctly, please give Acumen the following information so the employee is paid the correct rate for the service(s) provided. This is a request for Acumen to pay the following rate for the below employee.

Employee's Name (please print): _____

Employee's Social Security Number (last 4 digits): _____

Service Code	Description	Rate of Pay
PSA	Personal Services Assistant	\$ _____
APSA	Advanced Personal Services Assistant	\$ _____

Member's Name (please print): _____

Member/Employer Signature

Date

- This form must be signed.
 - Acumen will NOT accept verbal confirmations of payrates.
- Complete this form for each new employee
- Pay rate changes can only be made at the time of your annual service plan reassessment
- You must complete a new form for any employee that needs a rate of pay changed
- You must inform your employee of any rate changes

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