Nevada Governor’s Council on Developmental Disabilities

Policy #

Adopted:

**CHILD CARE AND PERSONAL CARE ATTENDANT SERVICES FOR COUNCIL MEMBERS POLICY**

**Child Care Reimbursement:**

Reimbursement of costs for childcare can be provided to those members that require this service in order to attend Council related activities as funds are available with prior approval of the Executive Director.

Child Care Rates are set as $17/hour for one child. Each additional child adds $5/hour.

For children with special behavioral, medical/healthcare needs, an additional stipend of $12/hour is available upon approval from the Executive Director.

**Personal Care Attendant (PCA) Reimbursement:**

Reimbursement of costs for PCA services can be provided to those members that require this service in order to attend Council related activities as funds are available with prior approval of the Executive Director. Time for PCA services must be tracked on a time sheet. Services will not be paid out until this sheet is complete.

Personal Care Attendant services are set at a rate of $20/hour. For members with special behavioral, medical/healthcare needs, an additional stipend of $12/hour is available upon approval from the Executive Director.

**W-9 Requirement:**

Anyone receiving a stipend are required to complete a W-9. Stipends will not be paid out until this is complete.

**Tracking of Time for Stipends:**All individuals requesting a stipend for childcare/respite, Personal Care Attendant (PCA) services, or attendance at an event/conference/meeting must fill out a time tracking sheet. Services will not be paid out until this sheet is complete.

If a member is required to travel for the event and will be traveling with their PCA, travel time counts as time worked for the Personal Care Attendant. If a member must prepare for a meeting and a PCA assists in this preparation, preparation time counts as time worked for the PCA.