



«AddressBlock»

Dear Common Law Employer (CLE),

We have great news! The maximum hourly pay rate you can pay your Direct Care Worker (DCW) for Personal Assistance Services (PAS) is increasing. This increase is made possible because of the approved state budget to help make the workforce stronger. More information can be found on the Tempus website at:

<https://pa.tempusunlimited.org/dcw-pay-rate/>

As the CLE, you can tell Tempus to change your DCW's hourly pay rate by sending in a DCW Rate Change Form.

- If Tempus gets your form by **May 8, 2026**:
  - The DCW's increased hourly pay rate will start **the first pay period after Tempus processes your form**.
  - The increased hourly pay rate will be applied going back to **January 1, 2026**.
  - This backpay will be paid through a **separate payment** during the week of **June 1, 2026**.
- If Tempus gets your form after **May 8, 2026**:
  - The DCW's increased hourly pay rate will start the **first pay period after Tempus processes your form**.
  - The increased hourly pay rate going back to January 1, 2026, will not be applied.

#### Want to check the maximum rate?

Go to <https://pa.tempusunlimited.org/dcw-pay-rate/> and click **PA CHC Pay Rate Calculator**. Enter the required information. The number to enter in the State Unemployment Insurance (SUI) rate field is **<CLE SUI Rate>**.

#### What do you need to do?

If you want to make a change to your DCW's hourly pay rate, you can:

- Fill out the DCW Rate Change Form with your requested hourly pay rate. The form can be found on the Tempus website at: <https://pa.tempusunlimited.org/dcw-pay-rate/>
- Send your completed DCW Rate Change Form to Tempus.

**If Tempus gets your form after May 8, 2026, the new hourly pay rate will start for your DCW the first pay period after Tempus processes your form.**

**Return the DCW Rate Change Form using one of the following methods. Please use only one method per form:**

- Email: [PAFMS@tempusunlimited.org](mailto:PAFMS@tempusunlimited.org)
- Fax: 833-583-6787
- Mail: Tempus, 600 Technology Center Drive, Stoughton, MA 02072

**Questions?**

Call us at **1-844-983-6787** (TTY 833-888-0133) or visit [pa.tempusunlimited.org](http://pa.tempusunlimited.org) for more information.

Sincerely,  
Tempus Unlimited, Inc.



## 2026 Direct Care Worker (DCW) Rate Change Form

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### Fill in the details below

Participant Name:		Employer Name:	
DCW First Name:	DCW Last Name:	DCW ID# or SSN:	
Direct Care Worker Pay Rate			
The DCW's hourly pay rate is negotiated between the Common Law Employer (CLE) and the DCW up to the maximum rate allowed. Please fill in the requested Hourly Pay Rate for the service code the DCW will work.			
*If rate entered is higher than allowed in the program, the rate will be reduced to the highest rate allowed.			
Service		DCW Pay Rate per Hour*	
Personal Assistance Services (W1792)		\$	

Check here if you would like to pay the maximum hourly pay rate available.

### Sign, date and return this form to Tempus by:

- Email: [PAFMS@tempusunlimited.org](mailto:PAFMS@tempusunlimited.org)
- Fax: 1-833-5TEMPUS (1-833-583-6787)
- Mail: Tempus Unlimited, Inc., 600 Technology Center Drive, Stoughton, MA 02072



Direct Care Worker Signature

Date



Common Law Employer Signature

Date



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