



STUART T. WILSON CPA, PC
Fiscal Intermediary

CMHCM Self-Determination Employee Agreement Amendment

Employee Name: _____

Employer Name (Participant): _____

Budget Year:

Start Date: _____ End Date: _____

Wage Amendment:

New rate of pay: \$ _____

Benefit Amendment: (check all that apply)

Holidays

The 7 standard holidays are New Year's Day, Easter, Memorial Day, July 4, Labor Day, Thanksgiving Day and Christmas Day. They are only paid if worked. Additional budget approved holidays:

Vacation/PTO _____ hours per budget year.

Vacation time must be used within the designated budget year. If left unused, it does not roll over. If employment is terminated or consumer leaves the program, any unused vacation is forfeited. Vacation/PTO is allocated per budget. If a previous employee used the allocated vacation/PTO for the budget year, it will not be available until the next budget year.

Effective Date: _____

Pay periods are Sunday to Saturday. Effective dates should always be on a Sunday.

Signature of Participant/Representative **Date**

I have reviewed my current budget to ensure amendment accuracy.