

## Palco Connect Pay Rate Report

For instructions on how to view and download this report, please see the Palco Connect Reports Feature instructions found on our website at [www.palcofirst.com](http://www.palcofirst.com).

### What is the Pay Rate report?

The pay rate report provides a quick snapshot of your SSP's current and historical gross hourly rate for each service.

### Report Layout

**REPORTS**

Pay Rate

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**PAY RATE**

Program:  Participant:

[Download CSV](#)

SSP NAME	SSP ID	SERVICE CODE	START DATE	SSP RATE OF PAY	CLE TAX RATE	BILLABLE RATE
Joseph Green	0003	W9798 Respite Day	2018-09-16	\$10.00	0.1127	\$1.22
Joseph Green	0003	W9862 Respite	2018-09-16	\$10.25	0.1127	\$1.25
Joseph Green	0003	W1726 Companion Services	2018-09-16	\$13.11	0.1127	\$1.60
Joseph Green	0003	W7060 In Home Community Supports 1:1	2018-09-16	\$18.00	0.1127	\$2.20
Michelle Purcell	0001	W1726 Companion Services	2018-09-16	\$10.00	0.1127	\$1.22
Michelle Purcell	0001	W9798 Respite Day	2018-09-16	\$10.00	0.1127	\$1.22
Michelle Purcell	0001	W9862 Respite	2018-09-16	\$9.50	0.1127	\$1.16
Michelle Purcell	0001	W7060 In Home Community Supports 1:1	2018-09-16	\$14.00	0.1127	\$1.71
Wendy Warren	0005	W7283 Homemaker/Chore	2018-10-14	\$13.75	0.0000	\$0.13
Wendy Warren	0005	W7068 In Home Community Supports 2:1	2018-10-14	\$15.00	0.0000	\$0.15
Wendy Warren	0005	W1726 Companion Services	2018-10-14	\$13.11	0.0000	\$0.13

### What fields does this report include?

1. **SSP Name** – Displays the name of all SSPs under the selected participant.
2. **SSP ID** – Displays the Palco ID for each SSP under the selected participant.
3. **Service Code** – Displays the service code for the SSP and rate.
4. **Start Date** – Shows the date each rate became effective for the SSP and service type.
5. **SSP Rate of Pay** – Shows the rate of pay for each SSP and service.
6. **CLE Tax Rate** – The current CLE's tax rate as of today.
7. **Billable Rate** – The SSP Rate of Pay, plus the SSP Rate of Pay, multiplied by the CLE tax rate.

### Do I need to select a date range?

No, the Pay Rate report displays all current and historical pay rates along with effective date of each rate.

### No Results Shown

If none of your SSPs have been given a rate of pay, a "No Results" message will appear above the Run Report button.

