

2024 W-2s will be mailed out to employees by the end of January to the address we have on file. W-2s will also be available online at <u>ADP</u>. If the client that you work with has switched from the PCA Choice/245D program (MRCI is employer) to CDCS/CSG/Vets (participant is employer), or vice versa during the year, then you will receive two W-2s showing income from each program. You will need to use both documents for your tax purposes. To register for an ADP account to view W-2s and pay statements please follow these instructions.

PCA Choice/245D

CDCS/CSG/Vets

Sick & Safe Reminder

A reminder to those who are eligible for Sick and Safe leave as part of <u>Minnesota State Statute</u>. Sick and Safe time can be used for multiple reasons including:

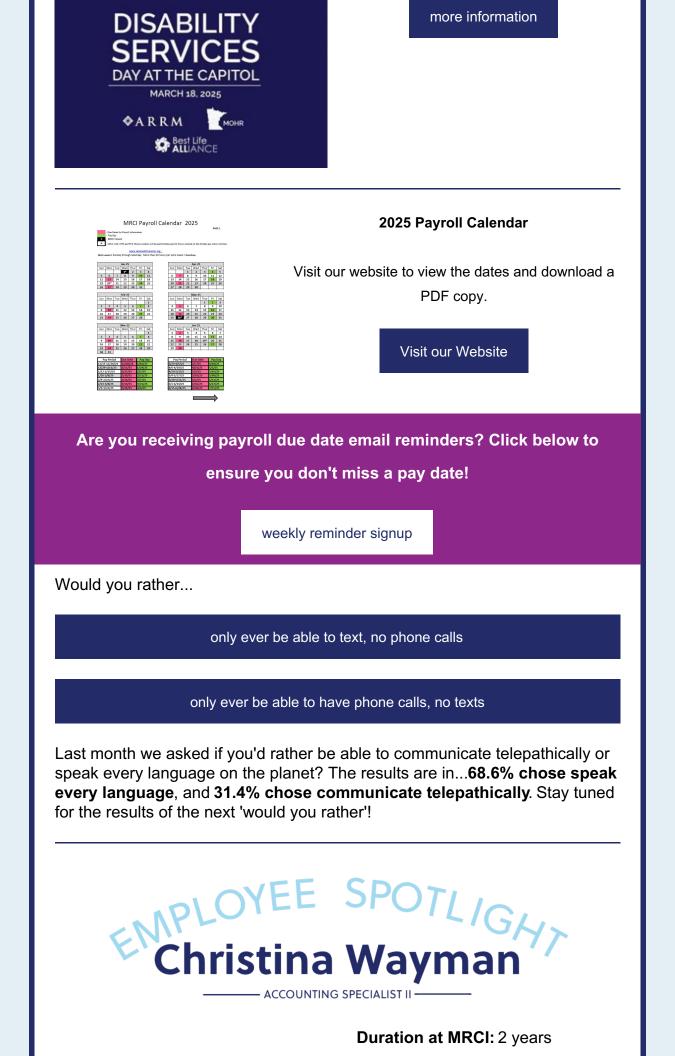
- Employees or employee's family members mental or physical illness, treatment or preventive care;
- If injury of employee or employee's immediate family* occurs;
- Absence due to domestic abuse, sexual assault or stalking of the employee or a family member;
- If public emergency arises.

<u>Sick and Safe leave cannot be cashed out</u>. Sick and Safe accumulated balances are included on your pay statement.

*Immediate family is defined as: child, adult child, foster child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent.

Disability Day at the Capital

MRCI invites you to join us for Disability Services Day at the Capital on March 18th, 2025. There will be a rally in the rotunda starting at 10am arrive early for a good spot!





Month:

Fun fact: I can wiggle my ears and my nostrils independently which is rare! I can also roll my tongue and do the 'clover leaf'. Even more rare!

Favorite hobbies: fishing & reading

"I love working for MRCI and believe I've found my work home! I have two daughters and two 'stepsons' from my partner Todd, aged 17, 18, 18, and 21. We are also dog lovers and have a 10-year-old German Shorthair Pointer and a 5-year-old Great Dane. I am very busy but wouldn't change it for the world!"

Thank you for all you do, Christina!

2025 Training Schedule

Each year MRCI is required to assign training to all workers under the 245D programs of **Individualized Home Supports (IHS)**, **Respite**, **Host Home**, **Night Supervision**, **and Homemaker**. Below is the calendar of when the training will be assigned.

Training is assigned in the beginning of the month and is due by the last day of the month. If your worker does not complete the training they will be temporarily suspended and **not able to clock in or out** through the app, or be paid for the time worked until complete.

If you have questions regarding the completion of the training you can connect with our program staff at 800-829-7110.

Subjects:

March	Minimizing the risk of sexual violence
April	CSSP-A/IAPP Annual Review
June	HIPAA/Data Privacy, First Aid
June Homemaker Only	8 Hour Core
August	Client Rights
September	Positive Supports Rule



CSSP-A Review, Person-Centered Planning

Once per year

year CSSP-A/IAPP Annual Review

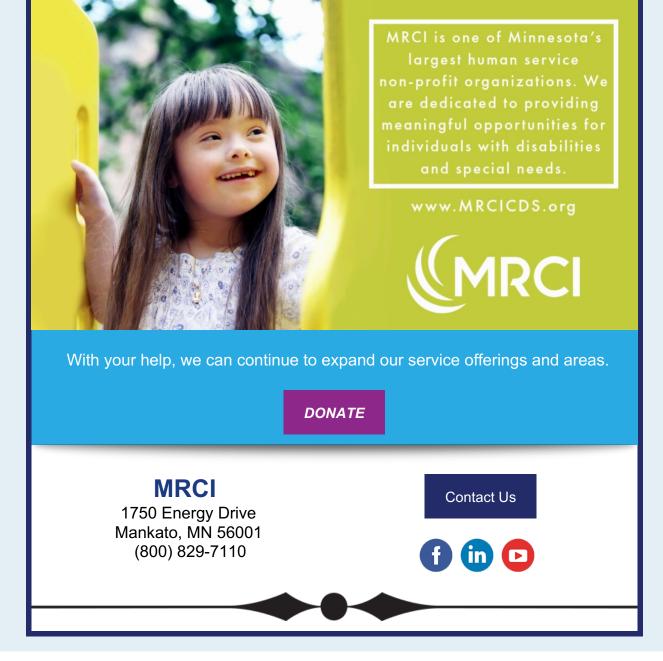
Homemaker Staff Under the 245D Programs: MRCI is now including the Positive Support Rule training annually. The training has been assigned, please log in and complete by the end of November.

Follow us on Facebook

Every Wednesday, we share photos sent to us by clients and families that define what self-direction means to them. You'll also find important updates, helpful articles, announcements, and more.

Like <u>our page</u> so you don't miss out!





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