

Frequently Asked Questions: Changes in Pay Processing Dates for Homecare Workers, Personal Support Workers, and Personal Care Attendants

Why did the pay processing dates change?

This change was negotiated between the State and SEIU, Local 503 and is included in the 2023-2025 Collective Bargaining Agreement (CBA). The parties agreed that if a pay processing date would fall on a weekend or holiday, the pay processing date will be moved to the prior business day. This helps avoid disruptions in when a provider gets paid due to the holidays.

The parties also agreed that beginning on 2/5/25, the pay processing date for homecare workers and personal care attendants will be every other Wednesday instead of every other Monday. The change to the Wednesday pay processing dates do not apply to personal support workers.

The CBA can be found on the Oregon Home Care Commission's website: <https://www.oregon.gov/odhs/providers-partners/homecare-workforce/Documents/2023-2025-seiu-ohcc-contract.pdf>

Follow the payroll calendars found on the Oregon Home Care Commission's website: <https://www.oregon.gov/odhs/providers-partners/homecare-workforce/Pages/default.aspx>

When does this start?

Homecare workers (HCW) and personal care attendants (PCA): This starts with the 1/12/25-1/25/25 pay period. The new pay processing date for this pay period will be Wednesday Feb 5, 2025.

Personal support workers (PSW): This starts with the 1/16/25-1/31/25 pay period. The new pay processing date for this pay period remains unchanged. The pay processing dates do not change to Wednesdays for PSWs.

What change will PSWs see?

If the pay processing date would fall on a weekend, a State of Oregon Holiday, or a Federal Holiday, then PSWs will have **two** business days instead of three after the end of the pay period to submit their completed timesheets to the Case Management Entity.

What change will HCWs and PCAs see?

The new pay processing date is **every other Wednesday**. The submission deadline for HCWs and PSWs to submit time did not change. It is still the third business day following the pay period.

Examples?

PSWs – January 2025 and ongoing



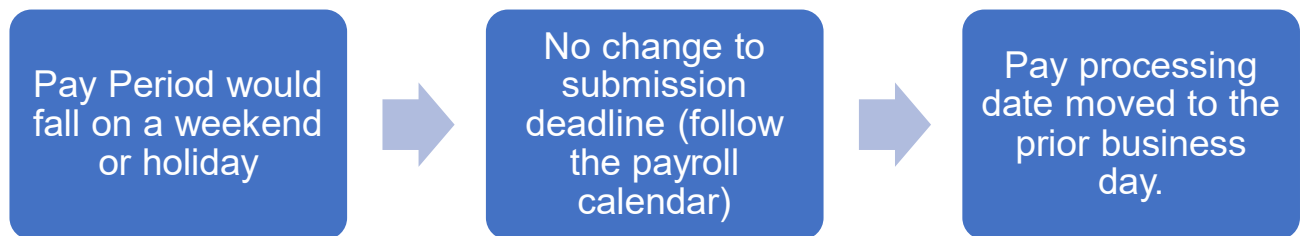
Pay Period Start	Pay Period End	Electronic Timesheets Due in eXPRS by Date	Pay Processing Date
Thursday, January 16, 2025	Friday, January 31, 2025	Tuesday, February 4, 2025	Friday, February 14, 2025
Saturday, February 1, 2025	Saturday, February 15, 2025	Thursday, February 20, 2025	Tuesday, March 4, 2025

Sunday, February 16, 2025	Friday, February 28, 2025	Tuesday, March 4, 2025	Friday, March 14, 2025
Saturday, March 1, 2025	Saturday, March 15, 2025	Tuesday, March 18, 2025	Friday, March 28, 2025
Sunday, March 16, 2025	Monday, March 31, 2025	Thursday, April 3, 2025	Tuesday, April 15, 2025
Tuesday, April 1, 2025	Tuesday, April 15, 2025	Friday, April 18, 2025	Wednesday, April 30, 2025
Wednesday, April 16, 2025	Wednesday, April 30, 2025	Monday, May 5, 2025	Thursday, May 15, 2025
Thursday, May 1, 2025	Thursday, May 15, 2025	Monday, May 19, 2025	Friday, May 30, 2025
Friday, May 16, 2025	Saturday, May 31, 2025	Tuesday, June 3, 2025	Friday, June 13, 2025
Sunday, June 1, 2025	Sunday, June 15, 2025	Wednesday, June 18, 2025	Tuesday, July 1, 2025
Monday, June 16, 2025	Monday, June 30, 2025	Thursday, July 3, 2025	Wednesday, July 16, 2025
Tuesday, July 1, 2025	Tuesday, July 15, 2025	Friday, July 18, 2025	Wednesday, July 30, 2025
Wednesday, July 16, 2025	Thursday, July 31, 2025	Tuesday, August 5, 2025	Friday, August 15, 2025
Friday, August 1, 2025	Friday, August 15, 2025	Tuesday, August 19, 2025	Friday, August 29, 2025
Saturday, August 16, 2025	Sunday, August 31, 2025	Thursday, September 4, 2025	Tuesday, September 16, 2025
Monday, September 1, 2025	Monday, September 15, 2025	Thursday, September 18, 2025	Tuesday, September 30, 2025
Tuesday, September 16, 2025	Tuesday, September 30, 2025	Friday, October 3, 2025	Thursday, October 16, 2025
Wednesday, October 1, 2025	Wednesday, October 15, 2025	Monday, October 20, 2025	Thursday, October 30, 2025

Thursday, October 16, 2025	Friday, October 31, 2025	Wednesday, November 5, 2025	Tuesday, November 18, 2025
Saturday, November 1, 2025	Saturday, November 15, 2025	Wednesday, November 19, 2025	Wednesday, December 3, 2025
Sunday, November 16, 2025	Sunday, November 30, 2025	Tuesday, December 2, 2025	Friday, December 12, 2025
Monday, December 1, 2025	Monday, December 15, 2025	Thursday, December 18, 2025	Wednesday, December 31, 2025
Tuesday, December 16, 2025	Wednesday, December 31, 2025	Tuesday, January 6, 2026	Friday, January 16, 2026
Thursday, January 1, 2026	Thursday, January 15, 2026	Tuesday, January 20, 2026	Friday, January 30, 2026

The official PSW Payroll Calendar for 2025 will be provided by Public Partnerships, LLC (PPL) in the near future. It will be posted on PPL’s website and the eXPRS Help Menu.

HCWs and PCAs – January 2025 and ongoing



Voucher Period End Date	Current/Old Pay Processing Dates	2025 updated/New Pay Processing Dates
12/28/2024	1/14/2025	1/14/2025
1/11/2025	1/28/2025	1/28/2025
1/25/2025	2/7/2025	2/5/2025
2/8/2025	2/25/2025	2/19/2025
2/22/2025	3/7/2025	3/5/2025

3/8/2025	3/21/2025	3/19/2025
3/22/2025	4/4/2025	4/2/2025
4/5/2025	4/18/2025	4/16/2025
4/19/2025	5/2/2025	4/30/2025
5/3/2025	5/16/2025	5/14/2025
5/17/2025	6/2/2025	5/28/2025
5/31/2025	6/13/2025	6/11/2025
6/14/2025	6/30/2025	6/25/2025
6/28/2025	7/14/2025	7/9/2025
7/12/2025	7/25/2025	7/23/2025
7/26/2025	8/8/2025	8/6/2025
8/9/2025	8/22/2025	8/20/2025
8/23/2025	9/8/2025	9/3/2025
9/6/2025	9/19/2025	9/17/2025
9/20/2025	10/3/2025	10/1/2025
10/4/2025	10/17/2025	10/15/2025
10/18/2025	10/31/2025	10/29/2025
11/1/2025	11/17/2025	11/12/2025
11/15/2025	12/2/2025	11/26/2025
11/29/2025	12/12/2025	12/10/2025
12/13/2025	12/29/2025	12/24/2025

You can get this document in other languages, large print, braille or a format you prefer free of charge. Contact the Oregon Home Care Commission at OHCC.CustomerRelations@odhs.oregon.gov or call 877-867-0077. We accept all relay calls or you can dial 711.