

Financial Management Services

Objectives

- Understand the role of the Financial Management Services (FMS) provider
- Know the differences between 3 FMS models
- Understand the relationships between the FMS provider and the others involved in the self-determination program

What is an FMS

- Assists the participant in managing and directing funds in the individual budget
- Ensures the participant has the financial resources to implement his or her IPP throughout the year

FMS Provider Description

- Distributes and tracks the funds contained in participants' individual budgets
- Gets paid from the participant's individual budget

General FMS Responsibilities

- Required to be vendored by a regional center
- Provide participant and regional center with a monthly individual budget statement
- Receive, track and disburse funds based on participants' IPP and budget
- Verify provider qualifications

General FMS Responsibilities

- Verify service providers have all applicable state licenses, certifications or other documentation and are not on the federal excluded list.
- Ensure, in partnership with IPP team, that services fully meet all HCBS setting requirements specified in the federal rules, both initially and ongoing.

FMS Models

- 1) Fiscal Agent – The FMS provider is the bill payer/check writer only
- 2) Fiscal/Employer Agent (F/EA) – The participant is the actual employer
- 3) Co-Employer – The FMS provider is the Employer of Record and shares employer roles with the participant

FMS Models

Fiscal Agent	The FMS provider writes checks and pays for services listed in the IPP on behalf of the consumer.	No employer/employee relationship exists between the FMS, provider, or consumer; this model is also called the “bill payer” model.
Fiscal/Employer Agent	The FMS provider assists with some employment tasks, including screening employees, and processing payroll, including tax withholding, on behalf of the consumer. The consumer acquires any necessary insurance.	The consumer is the actual employer; this model is also called the “sole employer” model.
Co-Employer	The FMS provider shares employer roles with the consumer. The FMS provider maintains the primary employer liability and required insurance.	The FMS provider is the Employer of Record. The consumer maintains the ability to hire and terminate providers.



RELATIONSHIPS TO THE FINANCIAL MANAGEMENT SERVICES PROVIDER

Participant

- Selected by participant
- Relationship and duties vary based on model:
 - FA – few services purchased through any resource; primarily check-writing service
 - F/EA – many services and/or direct employees
 - Co-Employer – FMS and participant are co-employers of support workers

Independent Facilitator

- Relationship varies based on model chosen:
 - Few services purchased = minimal contact
 - More services = more contact

Regional Center

- Manages vendorization process
- Ensures provider qualifications are met
- Provides and monitors an individual's budget

Questions

