



Agency with Choice and Fiscal/Employer Agent Service Model Comparison

Program Feature/
Responsibility



AWC



F/EA

Key Characteristics		
Employer of Record (Common Law Employer)	FMS provider	Client
Managing Employer	Client	Client
Attendant Managing Functions		
Recruit, interview and select/dismiss Attendants	Client	Client
Hire Attendants	Client/FMS provider	Client
Fire Attendants	Client/FMS provider	Client
Supervise Attendants	Client	Client
Schedule Attendants	Client	Client
Ongoing direction of daily tasks	Client	Client
Attendant Evaluation	Client	Client
Follow employment law best practices	Client	Client
Allocation Functions		
Creation of individual spending plan	Client w/ assists from CDCO & CM	Client w/ assists from CDCO & CM
Client managed allocation and service flexibility	Yes	Yes
Track expenditures against the allocation	Client w/support of FMS & CM	Client w/support of FMS & CM
Provide access to Monthly Client Expenditure Statement (MCES)	FMS provider	FMS provider



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Payroll & Tax Functions		
Sign and submit Attendant timesheets	Attendant/Client	Attendant/Client
Process payroll and issue Attendant checks	FMS provider	FMS provider
Obtain FEIN (Federal Employer Identification Number)	FMS provider	FMS provider
Withhold, file and pay all employer related taxes	FMS provider	FMS provider
Produce and distribute Attendant year end W-2 statements	FMS provider	FMS provider
Health & Safety Functions		
Critical Incident Reporting	Client/CM/ FMS/CDCO	Client/CM/ FMS/CDCO
Client Accident reporting	Client	Client
Abuse and neglect reporting	Client/FMS/ CDCO/CM	Client/FMS/ CDCO/CM
Create backup plan	Client w/support of CDCO & CM	Client w/support of CDCO & CM
Insurance & Liability *		
Secure workers' compensation insurance	FMS provider	FMS provider
Attendant accident reporting	Client/ FMS provider	Client
General and professional liability	FMS provider	Client

* Regardless of service model, the Client could have some degree of liability. However, staying within approved scope of work is your best protection.