

Under the Fair Labor Standards Act (FLSA), household employers are required to pay overtime to employees who work more than 40 hours in a single workweek, unless the employee qualifies as a live-in domestic service worker.

Instructions: Please submit the completed form to PAS via one of the following options:

1. **DocuSign**
2. **Email:** StClairReferrals@PASselfdirection.com

DEFINITION OF A DOMESTIC SERVICE WORKER

A worker resides on the client's premises permanently when he or she lives, works, and sleeps on the client's premises seven days per week and therefore has no home of his or her own other than the one provided by the client under the employment agreement.

OR

A worker resides on the client's premises for an extended period when he or she lives, works and sleeps on the client's premises for five days a week (120 hours or more). If a domestic worker spends less than 120 hours per week working and sleeping on the client's premises but spends five consecutive days or nights residing on the premises, this also constitutes an extended period.

Does your Direct Care Worker/Employee qualify as a live-in worker? Yes No

Employer Name: _____

Direct Care Worker/Employee Name: _____

Client Full Name: _____

Please note that it is your responsibility to let PAS know when the Direct Care Worker/Employee no longer lives with the Employer.

Employer Signature _____
Date

Direct Care Worker Signature/Employee _____
Date

For any questions or concerns, please contact our office at: **734.729.3100.**