

EMPLOYER OPT-OUT FORM

Date: June 29, 2016

PCAs first hired on or after January 1, 2015 must complete the PCA Orientation requirement as described in the enclosed notice. Complete this form only if you choose to provide the Orientation to your PCA yourself.

I, _____ understand it is my responsibility to ensure my new PCA is oriented to his/her
Employer Name
new position.

As the PCA employer, I have the choice to ask my new PCA to attend a group orientation session, or I can choose to provide the PCA Orientation material to my new PCA myself. I understand that the "Workers' Rights and Responsibilities" portion of the program must be presented by a union representative at a group session. I understand that the remaining portion of the approved curriculum will be my responsibility to provide to my PCA.

- I have reviewed the information provided to me. I choose to provide the Orientation to my new PCA myself.** (If you choose to ask your PCA to attend a group session, please do not return this form).

PLEASE CHECK ONE

- I will access the curriculum from the website at <http://portal.ct.gov/pcaworkforcecouncil/>
- Please email the curriculum to _____
- Please fax the curriculum to _____
- Please mail me a copy of the curriculum materials

Employer signature

Federal Employer ID Number
(FEIN)

Date

**THIS FORM MUST BE RETURNED TO YOUR FISCAL INTERMEDIARY BY JULY 13, 2016
BOTH EMPLOYER AND EMPLOYEE SIGNATURES ARE REQUIRED
IT IS THE EMPLOYER'S RESPONSIBILITY TO RETURN THIS FORM**

FOR PCA SIGNATURE

I, _____, understand my employer has chosen to provide orientation to me him/herself.
PCA Name

I understand PCAs first hired on or after January 1, 2015 must complete the PCA Orientation requirement. I further understand that the "Workers' Right and Responsibilities" portion of the curriculum must be provided by a union representative and that I must attend just this portion of the group sessions.

PCA Signature

Date

Please return entire page by fax, email, or mail to your fiscal intermediary.

6/22/2016