

**IN-HOME SUPPORTIVE SERVICES (IHSS) PROGRAM  
NOTICE TO RECIPIENT FOR DISCONTINUANCE OF EXEMPTION FROM WORKWEEK  
LIMITATIONS FOR EXTRAORDINARY CIRCUMSTANCES**

(ADDRESSEE)

County of: \_\_\_\_\_

Notice Date: \_\_\_\_\_

IHSS Office Address: \_\_\_\_\_

IHSS Office Telephone: \_\_\_\_\_

Recipient Name: \_\_\_\_\_

Case Number: \_\_\_\_\_

Provider Name: \_\_\_\_\_

Provider Number: \_\_\_\_\_

To: In-Home Supportive Services (IHSS) Recipient

This notice is to inform you that at the end of service month **(Month and Year)**, the Exemption from Workweek Limitations for Extraordinary Circumstances (Exemption 2) will be discontinued for your IHSS provider listed above because:

- Your provider is no longer providing services for one or more of the recipients for which the exemption was granted.
- Your provider no longer resides with one or more of the recipients for which the exemption was granted.
- One or more of the recipients for which the exemption was granted has had a reduction in authorized IHSS hours, which allows your provider to work within the workweek limitations.
- One or more of the recipients for which the exemption was granted no longer meets the criteria for an Exemption 2.
- The recipient(s) have hired an additional provider(s) and therefore, your provider is able to comply with the workweek limitations.

Your provider did not submit a signed copy of Exemption From Workweek Limits For Extraordinary Circumstances Approved Exemption Provider Agreement (SOC 2311) to the county.

OTHER: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This discontinuance means your provider will be subject to comply with the existing workweek limitations. Therefore, the maximum number of hours that your provider may work in a workweek for two (2) or more recipients combined is 66 hours. If your provider submits timesheets that report working hours that exceed the 66 hour workweek limitations after the effective date of the continuance, your provider will accrue a violation.

Either you or one of the other recipient(s) your provider works for will need to hire another IHSS provider(s) to work any remaining authorized IHSS hours above the 66 hour per workweek limit. Please discuss and make arrangements with your provider to ensure that workweek limits are not exceeded.

If you have any questions, please contact your IHSS County Social Worker at the IHSS office telephone number above.