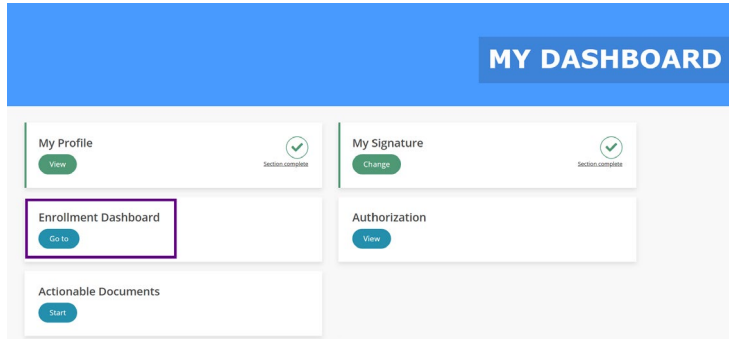


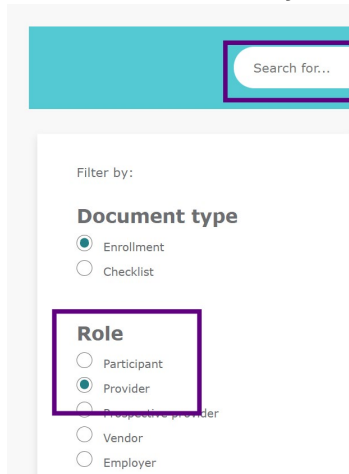
Pennsylvania Office of Developmental Programs How to Review an SSP's Rate

Follow the steps below as a **Supports Coordinator (SC)** or **Administrative Entity (AE)** to review an SSP's hourly wage and billable rate in MyAccount:

- Log in to MyAccount.
- Click Enrollment Dashboard.



- Search for the SSP by clicking on Provider under Role on the left-hand side menu.



- Click on Services & Rates next to the appropriate Participant.
- Each service code will show the pay rate and the billable rate for each service. Click on billable rate to see a breakdown of what is included. The pay rate is the employee wage. The billable rate is the employee rate + employer taxes.
 - Status for the code must say Active.

