



YOUR LIFE
YOUR CARE
YOUR PEOPLE

PASSPORT Program Roles

Roles & Responsibilities



PPL (FMS) Responsibilities

- ✓ Receive and process enrollment paperwork
- ✓ Obtain EIN, file required employer tax filings
- ✓ Notify PAA when enrollment is complete
- ✓ Maintain required records, including timesheets
- ✓ Process approved payroll for Participant Directed Providers
- ✓ Provide pay stubs and tax forms (like W-2s)
- ✓ Manage workers' compensation coverage
- ✓ Report incidents of abuse, neglect, exploitation, or fraud to AGE



For more information on Self-Direction, please visit pplfirst.com