



13.3 DEFINITIONS OF EMPLOYMENT STATUS

It is the policy of LADD to define various classifications of employees for payroll, reimbursement, work hours, benefits, training and travel.

Direct Support: Employees must meet all regulatory requirements and qualifications for providing supports/services per agency contracts. They must meet all standards/code of conduct in this handbook.

Non-Direct Support or Ancillary: Employees hired to perform non-direct support related services and may be assigned an Ancillary Handbook in place of this handbook based on their position. They may not be required to meet all standards required by regulatory agencies and contracts as outlined in this handbook due to the nature of their job.

Exempt: All salaried employees whose positions meet specific criteria established by the Fair Labor Standards Act (FLSA) and applicable state law and who are exempt from overtime pay requirements.

Non-exempt: Employees whose positions do not meet FLSA and state exemption tests and who are paid a multiple of their regular rate of pay for hours worked in excess of 40 per week.

[Click Here to View the Employment Status Definitions Policy](#)

LADD

WE MAKE THE DIFFERENCE