

Packet B Instructions

SOC 426a, SOC 2256 & W-4

This packet contains the necessary documents needed to connect you, the IHSS Provider, to an IHSS Recipient. Before you can submit your hours worked into the Electronic Services Portal (ESP), **this packet must be completed and returned to the Siskiyou County IHSS Office (Adult Services) at 2060 Campus Dr., Yreka, 96097**. Timecards cannot be generated until this packet is returned and processed. If you provide care for multiple IHSS Recipients, you are required to complete this entire packet, including the W-4 form, for each Recipient you care for. An IHSS Services Program Provider Workweek & Travel Time Agreement (SOC 2255) can be submitted in the Electronic Services Portal or requested from the Public Authority office.

Amy Hippler, Public Authority Administrator

1107 Ream Ave, Mt. Shasta, CA 96067

818 S. Main St., Yreka, CA 96097

ahippler@co.siskiyou.ca.us

Cell: 530.598.6877 Fax: 530.841.4238 Desk: 530.841.2711