



FHS SENIORCARE Payment Solutions®

Dear Caregiver:

FHS SeniorCare Payment Solutions (“FHS”) is pleased to offer you the opportunity to receive your caregiver payments via direct deposit! Joining the FHS Direct Deposit program will permit FHS to safely and automatically deposit your caregiver payments into your pre-existing checking or savings account.

Joining the FHS Direct Deposit program is simple and easy and will provide you with the following benefits:

- You will no longer need to wait patiently for your checks to arrive in the mail or to make weekly trips to your financial institution because your caregiver payments will be deposited in your account automatically;
- Direct deposit funds are available immediately, which greatly reduces the possibility of overdrafts;
- Direct deposit eliminates the possibility of lost, stolen and forged checks; and
- Your caregiver payments will be deposited into your account even if you are sick or are on vacation!

Here’s how the FHS Direct Deposit program works – we will be depositing caregiver payments once a week. You will receive your direct deposit on Fridays. To receive your caregiver payment by direct deposit on Friday, we will need to receive your time slip and documentation by Tuesday at noon EST.

Please scan and email your time slip to: ActivityLogs@FHSBillings.com. You will receive an email notification that we received your time slip. If you do not submit your time slip on time, we cannot pay you until the following week .

Additionally, you must indicate on your time slip that you are enrolled in the FHS Direct Deposit program (e.g. please write “Direct Deposit” in the address line or next to your name).

Direct deposit is a safe, reliable and convenient way for you to receive your caregiver payments. To take advantage of this service, please complete the FHS Direct Deposit Authorization Agreement, which may be downloaded from the “Resources” section of our website at www.fhsbillings.com, and return it to us via fax, email or mail as soon as possible.

Please contact us at (877) 791-6220 or help@fhsbillings.com with any questions or concerns you may have. We look forward to enrolling you in the FHS Direct Deposit program and helping you to receive your caregiver payments quickly, safely and electronically.

Very truly yours,

Customer Service
FHS SeniorCare Payment Solutions