

About the Personal Care Attendant (PCA) Registry

Q: What is the Personal Care Attendant (PCA) Registry?

A: The [PCA Registry](#) is a new database created by the Rhode Island Executive Office of Health and Human Services (EOHHS). It helps connect people who need personal care services with personal care attendants (PCAs) who are looking for work.

Q: What do PCAs do?

A: Personal care attendants help with activities a person may do each day. You may need help with using the toilet, bathing, and taking care of your appearance (grooming). You may need help preparing your meals or with tasks like sorting your mail, rides to appointments, or help with shopping. A PCA can help with these tasks. They can also assist you with getting around (mobility).

Q: Who needs personal care services?

A: PCAs work with older people and with adults who have disabilities.

If You Want to Hire a PCA

Q: How do I find a PCA?

A: Talk to your case manager about the PCA services you need. They will use the PCA registry to search for a PCA for you. They can search by the days and times a PCA is available, the cities or towns where a PCA works, and the languages that a PCA speaks. When they've found a PCA who seems like a good fit, you'll interview the PCA to make sure they are right for you. Your case manager helps you throughout this process.

Q: How much does it cost to have a PCA?

A: You will be your PCA's employer. You can choose how much you will offer to pay your PCA. PCAs earn between \$15 and \$21 per hour. You won't pay your PCA directly – a third party called a fiscal agency helps with the application process and with managing payment to your PCA.

If You Want to Work As a Registered PCA

Q: How can I be included in the PCA Registry?

A: You can register if you are looking for work as a PCA in Rhode Island and meet all PCA Registry requirements.

Q: What are the requirements to join the PCA Registry?

A: To join the PCA registry, you must:

- Be at least 18 years old
- Be certified in CPR and First Aid (you're not required to complete CPR and First Aid training if you are a licensed CNA or nurse)
- Complete the State's free online orientation for the [Personal Choice](#) program

Q: What's the first step to take to be included in the PCA Registry?

A: Email the Rhode Island Executive Office of Health and Human Services (EOHHS) at ohhs.pcpregistry@ohhs.ri.gov. Tell them you want to be included in the PCA Registry. They will send you a Request for Placement on PCA Registry form.

You must:

- Complete the Request for Placement on PCA Registry form
- Attest that you have completed the Personal Choice program orientation
- Provide CPR and First Aid certifications that show expiration dates (licensed CNAs and nurses may provide their certification instead of CPR and First Aid training certifications)

Q: What is the hiring process like?

A: You will make a connection with a case manager helping a person who is seeking PCA services through the PCA Registry. The person seeking a PCA will interview you to see if you are a good fit for their service needs. If they would like to hire you, you'll complete an employment application with the fiscal agency that will manage your payment. All personal care attendants working in Rhode Island must get a National Criminal Background Check.

Q: Can I work as a PCA for more than one person?

A: You can work as a PCA for more than one person. But you can't work more than 40 hours total as a PCA each week. The person, or people, you care for (your clients) will tell you how many hours of your time they need.

Do you have questions about finding a PCA or working as a PCA in Rhode Island? Email ohhs.pcpregistry@ohhs.ri.gov.