

AWC Employer Responsibilities

The AWC as the employer of record is responsible for all of the following:

1. Hiring qualified SSPs referred by Managing Employers;
2. Processing SSP employment documents;
3. Verifying that SSPs meet the qualification standards outlined in Appendix C-1 and C-3 of the applicable ODP waiver;
4. Obtaining criminal background checks and child abuse checks on prospective SSPs in accordance with 55 Pa. Code §§ 6100.47—6100.49;
5. Preparing and disbursing payroll checks to SSPs;
6. Providing workers' compensation for SSPs;
7. Computing, withholding, filing, and depositing federal, state, and local employment taxes for SSPs; and
8. Applying the provisions of the Employee Retirement Income Security Act (ERISA) as applicable.