



Attention Virginia Consumer-Direction Attendants: Public Partnerships is Going Green...and Helping You Go Easy!

In efforts to go green, and to make it easier for you to receive information whenever you want it, Public Partnerships LLC (PPL) will no longer mail pay stubs. VA CCC Plus, through Public Partnerships LLC (PPL) will make your pay stub available for viewing and saving on the BetterOnline™ Web Portal. VA CCC Plus, through Public Partnerships LLC (PPL) also has e-timesheets available to help get you paid faster! If you are not familiar with the BetterOnline Web Portal, follow these steps to learn how to log in:

How do I create an account in the PPL Web Portal?

1. Visit www.publicpartnerships.com
2. Click the “Sign Up” link in the upper right-hand corner
3. Select “Virginia” from the drop down list
4. Select “VA CCC Plus Program”
5. Select “Provider”
6. Continue by entering the information specific to you

How do I view my pay stub via the PPL Web Portal?

1. Go to the Web Portal: <https://fms.publicpartnerships.com/pplportal/Login.aspx>
2. Log in with your username and password
3. Under the “Timesheets” tab, select Timesheet Status “Paid”
4. Click on “Search”
5. All paid timesheets will appear. To the right of the paid timesheet, the “Check Number” column displays your pay stub number. Click on the pay stub number.
6. A popup screen will appear to ask whether you want to open or save your pay stub
 - a. If you want to view it but do not wish to save it to your computer right now, click “Open”
 - b. If you would like to save the pay stub to your local computer for your records, click “Save”



How do I submit my timesheet via the PPL Web Portal?

1. Go to the PPL Web Portal: <https://fms.publicpartnerships.com/pplportal/Login.aspx>
2. Log in with your username and password
3. Click “Timesheets”
4. Click “Create Timesheet”. You will see all the Consumers you currently work for.
5. Click “Create Timesheet” next to the Consumer for whom you are submitting hours worked.
6. From the dropdown, select the correct Service Code (Attendant, Respite, or Companion)
7. Click the “Calendar Icon” and choose one date that you worked to start your timesheet.
8. Enter your hours worked.
9. Once completed, you can click “**Save My Work**”, “**Edit**” or “**Submit**”.

The Web Portal checks the timesheet for errors as you enter the information and shows you any information that needs correction. Once you submit the e-timesheet, your employer can approve it online too. Using e-timesheets helps ensure that your timesheets won't be delayed because of avoidable errors.

If you need help accessing the web portal or using e-timesheets, just contact PPL customer service at 1-833-549-5672 or pplva@pcgus.com .