

BUDGETING SERVICES MONTHLY

The current approved Purchasing Plan authorizes the following services:

PCA 190 hrs/monthly
RSPH 52 hrs/monthly

The PCA provider is scheduled to work Mon through Friday only.
The RSPH provider is scheduled to work on Saturdays only

SEPTEMBER						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	29	30		

PCA

Count the number of weekdays (Mon-Fri) in the month of September, there are 23.

Divide the number of hours of PCA authorized in the PP by the number of days the service will be used in September: $190/23 = 8.26$. Therefore, 8 hours of PCA can safely be scheduled to be provided per weekday with 6 hours remaining to be used as needed throughout September without going over the authorized 190 hours for the month.

RSPH

Count the number of Saturdays in the month of September, there are 4.

Divide the number of hours of RSPH authorized in the PP by the number of Saturdays the service will be used in September: $52/4 = 13$. Therefore, 13 hours of RSPH can safely be scheduled to be provided per Saturday in September without going over the authorized 52 hours for the month.

Now, let's try October.

OCTOBER						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

PCA

Count the number of weekdays (Mon-Fri) in the month of October, there are 22, but Columbus Day is on October 12, and the parents are off from work, PCA will not be used for that holiday. Therefore, the number of weekdays in October is 21 days

Divide the number of hours of PCA authorized in the PP by the number of days the service will be used: $190/21 = 9.04$. Therefore, 9 hours of PCA can safely scheduled to be provided per weekday with 1 hour remaining to be used when needed throughout October without going over the authorized 190 hours for the month.

RSPH

Count the number of Saturdays in the month of October, there are 5.

Divide the number of hours of RSPH authorized in the PP by the number of days the service will be used: $52/5 = 10.4$. Therefore, 10.25 hours per Saturday of RSPH can be safely scheduled to be provided in the month of October, with $\frac{3}{4}$ hour remaining to be used when needed throughout October without going over the authorized 52 hours for the month.