



Supporting People to Exercise Their Right to Vote

Families and Self-Hires can play an important role in helping people exercise their right to vote and participate in their communities.

When voting-related activities align with a person's goals and approved services, Self-Hires may support tasks such as helping a person register to vote, reviewing voting information, transporting them to their polling location, or assisting them in accessing accommodations needed to cast their ballot.

When providing this support, Self-Hires should be clocked in for Community Hab while assisting the person with voting-related activities. As with any billable service, documentation is important. **Self-Hires should include information in their goal comments describing how they supported the person with exercising their right to vote and how the activity related to the person's goals and outcomes.**

It is also important to remember that supporting a person to vote is different from voting yourself. Self-Hires who wish to vote should plan to do so during their own personal time whenever possible. Per Agency policy and New York State law, Associates who do not have sufficient time to vote outside of their scheduled work hours may be eligible for paid voting leave.

Associates should notify their supervisor between two and ten working days before Election Day if they need time off to vote. Eligible Associates may receive up to two hours of paid time to vote when they do not have four consecutive hours available outside of their work schedule to do so.

Most importantly, Self-Hires should support people in making their own informed choices. **The decision of whether to vote, and who to vote for, always belongs to the person.**

The role of a Self-Hire is to provide assistance and access while respecting the person's preferences, independence, and right to self-determination.



Important 2026 New York Voting Dates

- **Voter Registration Deadline:** October 24, 2026
- **Early Voting Period:** October 24 through November 1, 2026
- **Last Day to Apply for a Mail Ballot (online/mail):** October 24, 2026
- **General Election:** November 3, 2026



For more information about voter registration, polling locations, and voting options, visit the New York State Board of Elections website.



Other Dates & Deadlines

Tuesday, October 20th, 2026

Join us on Tuesday, October 20, **from 10:00 AM to 12:00 PM at the Radisson Hotel in Corning** for our **Legislative Brunch!** Join community members, self-advocates, families, and professionals for a discussion on important issues impacting people with intellectual and developmental disabilities. Anyone interested in strengthening services and opportunities for people with disabilities is encouraged to attend.

Please RSVP by October 2nd at:

<https://bit.ly/LegislativeBrunch2026>

Relas Training Reminder

All Self-Hires are required to complete the following trainings:

Due 9/30/2026

Human Sexuality and Boundaries Course

Due 10/31/2026

**Abuse Prevention & Incident Reporting Annual Update 2026
Justice Center Code Of Conduct Training**

It is crucial that all Self-Hires remain informed and compliant with all New York State and OPWDD requirements. **Failure to complete these trainings by the due dates can result in disabled eVero access, corrective action, and termination.** If your Self-Hire need assistance with the Relias System—such as logging in, resetting a password, or navigating tests please contact your FI Coordinator or email the training department at the following address:
Training@thearcas.org

Unauthorized Location Alerts in eVero

If a Self-Hire receives an "Unauthorized Location" alert when clocking in or out, an explanation must be entered before proceeding. Examples of acceptable explanations include:

- Pick-up or drop-off at a parent, grandparent, or other family member's home
- Meeting the Person or family at an alternate location
- Community outings (please include the location and reason services began in the community)
- Other approved service-related location changes (please provide details)

If you believe the alert is due to a technical issue, please note that in your explanation and contact your FI Coordinator as soon as possible. If available, include a screenshot of the error so it can be submitted to eVero Support for review. Please note that all primary home addresses are automatically designated as Authorized Locations. If services regularly occur at additional locations, such as family members' homes or community sites, please notify your FI Coordinator so those locations can be added. Failure to provide an explanation or sufficient comments may delay timesheet approval and could result in additional follow-up.

If you have any questions, please reach out to your FI Coordinator.

Q & A

Q: How should voting-related support be documented?

A: Voting-related support must be documented like any other billable service. Self-Hires should note how they supported the person's right to vote and how the activity related to the person's goals, outcomes, or community participation.

Q: What is the Self-Hire's role when supporting someone with voting?

A: Self-Hires support the person's right to make their own informed choices. They may provide information, assistance, and access, but decisions about whether to vote and who to vote for belong solely to the person. The goal is to support participation, not influence decisions.

Q: Can a Self-Hire vote while working?

A: A Self-Hire's role while working is to support the person receiving services, not attend to personal voting activities. Whenever possible, voting should occur outside of work hours. Associates who need time off to vote may be eligible for paid voting leave and should notify their supervisor 2 to 10 working days before Election Day.



Stay Connected

For any questions regarding information found on this newsletter, please email:

FIConnect@thearcas.org

