

Billing: Paraprofessional Services

UNIT DESIGNATION AND PAYMENT RATE	<p>The unit designation for paraprofessional services is 15-minutes. One 15-minute increment is billed as one unit. In order to bill for a unit, the entire unit must be provided to the participant, face-to-face.</p> <p>Paraprofessional services are paid at the rate of \$6.15 per unit.</p>
AVAILABILITY OF ANNUAL UNITS	<p>The availability of annual units varies, depending upon the recommendations of the Child and Family Team and the Wraparound Plan.</p>
GROUP SETTING SERVICE(S)	<p>Waiver services that are permitted to be provided in a group setting are billed using the following formula:</p> $\text{Number of providers} \times \text{Time spent delivering service(s)} \div \text{Number of participants served} = \text{Billable Time.}$
REQUIRED DOCUMENTATION	<p>In order to properly bill for the provision of paraprofessional services, a provider must document:</p> <ol style="list-style-type: none">1. Date of Contact;2. Start and Stop Time;3. Progress towards goals set forth in the service authorization; and4. Information about the service provider, including:<ol style="list-style-type: none">a. Printed name;b. Signature (electronic signature is acceptable); andc. Credentials.
REIMBURSEMENT AND NEGOTIATION OF SERVICE RATE	<p>The Department of State Health Services directly reimburses the comprehensive Waiver provider (CWP) for the entire, per unit rate.</p> <p>The CWP is permitted to negotiate payment to its employees or subcontractors.</p>

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