

Master Billing Guide for SCs

Sunshine Speech 3.22.17

Activity

	<u>Notes/description</u>	<u>Service limitation (the max you can bill) **</u> <u>DOES NOT INCLUDE TRAVEL TIME***</u>	<u>Modifier in ITEAMS</u>
Referral / Initial phone call with family	process referral and enter in database	.50 unit/child * may be exceeded at time in circumstances	ND (non-direct) * setting MUST be OTHER
Initial Visit/Screening	first visit w/ family; screening; intake	2.0 units	none! But setting must be HOME
Agency Eligibility	coordinate with AzEIP service providing agency to determine eligibility	1.0 unit	ND (non-direct) * setting MUST be OTHER
Child and Family Assessment (after evaluation/elig. Or record review)	conducted by one professional from team; PSYCH or SW; ASDB involved in eval and SC; before the IFSP	1.0 unit for each team member if after eligibility evaluation OR 2.0 for each team member if after record review	AS (Assessment), setting = HOME
Initial IFSP/ Child Indicators (Entry)	team members who completed child and family assessment	up tp 2.0 units per team member	ME (Meeting), Setting = HOME
Non-direct Services in IPP	(Any non-direct time spent that does not fall under the codes above)	as needed, without passing 7.5 units in IPP TOTAL MAX UNITS IN IPP = 7.5	ND (non-direct) * setting MUST be OTHER
Non-direct Services by SC	Identifying non-contract services per IFSP; synthesizing progress across IFSP team members; community resources; research in your field-NON-discipline specific activities	unlimited but must match IFSP as closely as possible, or team needs to addend the IFSP	ND (non-direct) * setting MUST be OTHER
Direct Services by SC	Identifying non-contract services per IFSP; synthesizing progress across IFSP team members; community resources; research in your field-NON-discipline specific activities	unlimited but must match IFSP as closely as possible, or team needs to addend the IFSP	(none)
6 Month IFSP Review/Other Reviews	SC completes update with family and treating/direct team members minimum	up to 1.5 per CTM present	ME (Meeting), Setting = HOME
Child and Family Assessment (in conjunction with Annual Review IFSP)	conducted by one professional from team; PSYCH or SW; ASDB involved in eval and SC; before the IFSP	1.0 unit for each team member	AS (Assessment), setting =HOME

Annual IFSP * make sure to give out Family Survey!	SC or SC and other team member; completes child and family assess prior to annual IFSP; review/give family survey	up to 2.0 units per team member	ME (Meeting), Setting = HOME
Transition Planning Meeting (at home with family)	SC with family and treating team members can be invited	up to 2.0 units per team member	ME (Meeting), Setting = HOME
Transition Conference (at home OR likely with school district)	SC with family; treating team members; school district; Head Start; others	up to 2.0 units per team member	ME (Meeting), Setting = HOME
Child Indicators (Exit)	completed when child is transitioning out of AzEIP; must have been in EI for 6months+; completed with family during home visit. Includes Exit indicators and Family Survey	1.0 hour per team member	ME (Meeting) * if done with an IFPS, pls bill with Meeting code and modifier as ONE entry (bill them together), setting =HOME
Child Exit from I-TEAMS	close out child in I-TEAMS	0.25 unit	ND (non-direct) * setting MUST be OTHER Billable opportunities in IPP (initial referral process) Billable opportunities in EXITING programming Billable opportunities in transition to preschool Billing opportunities at Annual Review Billing activities once eligible Billing opportunity throughout all stages

