



Discretionary Services Fee Schedule Credentialed Services



Support Staff Services

Service Description:

Support Staff is a service designed to address the individualized needs of a child or youth who may be exhibiting mild to moderate challenging behaviors in the home, school or community. These individualized supports are provided by paid, trained and supervised individuals. This service is provided typically for up to eight (8) hours per week per child or youth and includes a combination of structured and constructive activities consistent with identified case plan objectives. The service is multifaceted and should not focus on a single sport or activity. The service should assist each child or youth to develop skills that support good decision-making, prosocial choices, the refinement of pro-social behavior that foster independence and solidify acts and actions that replace problematic behaviors.

In order to emphasize consistency and relationship building, it is expected that the same staff person will continually provide this service throughout the course of care while the child or youth remains involved. Any changes in staff must be discussed with and approved by the Department Area Office.

The hourly rate for this service includes the cost of transporting the child receiving the service. (See footnote #1)

DCF can authorize supplemental payment:

When the distance either to or from the location that credentialed providers travel to pick up or drop off the child receiving the service exceeds twenty (20) miles; when there are different area offices that credentialed providers travel to pick up/drop off two (+) children receiving the service from the same case; or when there are different locations that credentialed providers travel to pick up/drop off two (+) children receiving the service from different cases.

Note: The total miles from/ to the credentialed staff's starting location or where the agency vehicle is garaged to/ from child's location is the maximum number of miles reimbursable.

Duration:

Maximum 8 hours per week up to 26 weeks.

Service Type:

- Support Staff –In-home (620)
- Support Staff – Foster Care (621)

Service Rate (Maximum):

- \$39 per hour

Supervision:

Supervision of employees is billable at 15 minute increments per staff, per case, per month at the established rate for Support Staff.

Group Events:

If approved by the Area Office as it relates to individual case plans on occasion children can participate in a group activity. The rate will be divided equally among the number of staff and children. For example, 2 children with one Support Staff at \$39.00 per hour will be billed at \$19.50 per hour for each child.

No Shows:

DCF does not reimburse for “**NO SHOWS**” if the appointment has been cancelled by DCF before the provider/staff has left for the service. If DCF fails to cancel the appointment, payment will be a flat fee of \$30 if the total miles from/ to the credentialed staff’s starting location or where the agency vehicle is garaged to/ from child's location is 20 miles or under and \$50 if the total miles from/ to the credentialed staff’s location to/ from child's location is over 20 miles.

(footnote 1) Only time spent delivering the service is reimbursable. For example, time spent driving is not reimbursable, unless transporting the child receiving the service.