

BILLABLE SERVICES

What is billable?

- *Evaluation*

- **Initial Planning Meeting:** *A meeting to discuss what initial evaluation information is being requested by OVR and how it will be obtained. Minimum attendance at this meeting includes the student, OVR Counselor, and employment coordinator.*

- *Rate: \$50.00, one time billable service per student*

- **Monthly Evaluation Services:** *Services provided by the employment coordinator to the student in order to specifically gather evaluation information requested by the OVR Counselor. Monthly Evaluation Service Reports and Invoices must be submitted to the OVR Counselor no later than the 5th day of the following month.*

- *Rate: \$100.00 monthly, 10-month maximum, no minimum per student*

- *unused evaluation months may be rolled over into training*

- **Vocational Evaluation Report:** *A comprehensive summary of vocationally relevant information obtained through the provision of monthly evaluation services.*

- *Rate: \$900.00, one time billable service per student*

- **IPE Planning Meeting:** *A meeting to discuss the findings of the Vocational Evaluation Report as well as to allow the OVR Counselor to develop the Individualized Plan for Employment (IPE). Minimum attendance at this meeting includes the student, OVR Counselor, and employment coordinator.*

- *Rate: \$150.00, one time billable service per student*

- *Training*

- **Monthly Training Services:** *Services provided by the employment coordinator to the student in order for the student to obtain the employment goal as documented on the IPE. Monthly Training Service Reports and Invoices must be*

submitted to the OVR Counselor no later than the 5th day of the following month.

- Rate: \$100.00 monthly (\$1000.00 maximum plus \$100.00 per month for rollover evaluation months used as training, if applicable) per student
- **Job Placement:** Post school paid employment in the vocational goal as described on the Individualized Plan for Employment (IPE). Billable anytime after the student has exited school employed in the planned vocational goal prior to August 1st (of student's exiting year).
 - Rate: \$200.00, one time billable service per student
- **Exit Interview:** A meeting to review such data as contact information and the IPE goal as well as to ensure that referrals/contacts with adult service providers have been initiated. Minimum attendance at this meeting includes the student, OVR Counselor, and employment coordinator.
 - Rate: \$100.00, one time billable service per student
- **Employment Follow-Up:** Sixty days of post school paid employment in the planned vocational goal. Sixty days of post school employment must occur and be invoiced by the school prior to August 1st (of students exiting year) in order for reimbursement to occur.
 - Rate: \$800.00, one time billable service per student

If you are not sure whether or not a service is billable, contact either your OVR Counselor or the Project Director of the CBWTP.