POLICY: It shall be the policy of the Division of Mental Health and Developmental Services to establish and collect fees for Targeted Case Management and Counseling provided to individuals who are not eligible for full reimbursement under Title XX:

PURPOSE: Establish and collect fees for Targeted Case Management and Counseling provided to individually not fully eligible for reimbursement under Title XX.

SCOPE: Developmental Services

PROCEDURE:

I. When any child or adult with a developmental disability is enrolled for services offered through a developmental services center operated by the Division at the request of a legally responsible individual (LRI), the LRI shall enter into an agreement with the Division providing for the contribution of an amount for the care, support and maintenance of such person as determined by the Division to be reasonable.

II. The amount of contribution agreed upon shall be determined through the utilization of the Division of MHDS Current Sliding Fee and Benefit Scale (NRS 433.404).

III. Parents or guardians who do not provide required financial documents will be billed at the full rate for service until parents or guardians comply with the fee schedule. The Developmental Services Regional Center will bill at least monthly on all individuals receiving services.

IV. Petition for Variance –In determining the fee amount, each Division agency shall give consideration to the ability of the parent, parents, guardian or person themselves, to make such a contribution and may excuse the making of the contribution. The Division or Developmental Services Regional Centers accomplishes this by the use of the Petition for Variance (NRS 435.110, Section 1).

V. If the parent, parents or guardian fails or refuse to perform under the terms of the agreement, the Division is entitled to recover from the parent, parents, or guardian, by appropriate legal action, all sums due together with interest (NRS 435.110, Section 2).

VI. Each Developmental Services agency shall develop specific written procedures to implement the provision of this policy or shall incorporate this policy into the agency policy manual.

ADMINISTRATOR

EFFECTIVE DATE: 12/31/97
REVISED / REVIEWED DATE: 4/1/06, 9/21/12
SUPERSEDES: # 3.007 Developmental Service Collection Policy and Procedures
APPROVED BY MHDS ADMINISTRATOR: 9/21/12
APPROVED BY MHDS COMMISSION: 9/21/12