

Rates Paid for Psychological Counseling Services

Effective 04/01/2021

Service	Rate	Unit Description
Counseling – Individual/Family	\$81.50/Unit	50-minute session
Counseling – Group	\$173.00/Unit	90-minute session
Ancillary Services	\$31.50/Hour	When authorized by the MDHHS referring worker, these services include: observations at schools or parent/child visits; family meetings; court preparation and participation; travel time; and preparation or review of written reports other than those required in the contract.

Billing Procedures

The unit rate billing method is used in claiming reimbursement under a MDHHS counseling agreement. The contractor submits a monthly payment request to the MDHHS' local offices for only those clients referred from that office. The monthly payment indicates the units of service delivered, separated by program; the reimbursement rate by type of service; the total amount being claimed, and the number of clients served. MDHHS cannot be billed for missed appointments.

All invoice submitted to MDHHS must include: (a) date, (b) Contract number, (c) description and dates of Contracted Activities performed, (d) unit price, (e) number of units, and (f) total cost. All invoices should reflect actual work done. As a general policy, statements must be forwarded to the MDHHS Bureau of Finance and Accounting at invoicemdhs@michigan.gov by the 30th day of the following month.

In addition to the counseling services, the contractor may bill for Ancillary services noted above at the rate indicated.

The contractor may bill for mileage at the state premium rate for mileage or at the established contractor rate, whichever is lower. Mileage may be billed for:

- Driving to and from a referred client's home to provide counseling services,
- Driving to and from an agreed upon location to provide counseling services,
- Mileage incurred providing the Ancillary services noted above.

The payment request shall be submitted to the MDHHS within 30 days from the end of the monthly billing period. For the month of September, billings shall be submitted as directed by MDHHS to meet fiscal year-end closing deadlines. If the billing is not received during this period, no payment shall be made by MDHHS for that billing period unless an exception is specifically authorized by the MDHHS Director or the Director's delegated representative. In no

event will MDHHS make payment to the contractor for billings submitted more than 90 days after the end of the billing period. MDHHS makes payments monthly to the contractor approximately four weeks after receipt by MDHHS of the contractor's payment request.

Updated: 08/16/2023