The unit designation for paraprofessional services is 15-minutes. One 15-minute increment is billed as one unit. In order to bill for a unit, the entire unit must be provided to the participant, face-to-face.

Paraprofessional services are paid at the rate of $6.15 per unit.

The availability of annual units varies, depending upon the recommendations of the Child and Family Team and the Wraparound Plan.

Waiver services that are permitted to be provided in a group setting are billed using the following formula:

\[
\text{Number of providers} \times \text{Time spent delivering service(s)} \div \text{Number of participants served} = \text{Billable Time.}
\]

In order to properly bill for the provision of paraprofessional services, a provider must document:

1. Date of Contact;
2. Start and Stop Time;
3. Progress towards goals set forth in the service authorization; and
4. Information about the service provider, including:
   a. Printed name;
   b. Signature (electronic signature is acceptable); and
   c. Credentials.

The Department of State Health Services directly reimburses the comprehensive Waiver provider (CWP) for the entire, per unit rate. The CWP is permitted to negotiate payment to its employees or subcontractors.
YES WAIVER

Billing: Paraprofessional Services