



**EXHIBIT B
SERVICE CODE DESCRIPTIONS**

CODE	SERVICE DESCRIPTION	BILLING UNIT	
BEHAVIORAL HEALTH SERVICES			
5000	Assessments Outpatient Face-to-face clinical assessment of client or family member by Psychiatrist (MD) or Clinical Nurse Specialist (CNS). Documentation will include clinical impressions, V Axis Diagnosis, and recommendations for treatment planning.	Per hour	
5100	Individual Therapy Outcome based therapeutic intervention with a child or family member. Services may be provided in the community or an outpatient setting and will be time limited and strength based. Providers will be Master level clinicians with appropriate certification. * Documentation will include diagnostic impressions and progress toward identified outcomes.	Per hour	
5110	Family Therapy Outcome based, therapeutic intervention with a minimum of two family members. Services may be provided in the community or in an outpatient setting and will be time limited, strength based and family centered. Providers will be Master level clinicians with appropriate certification. * Documentation will include diagnostic impressions and progress toward identified outcomes.	Per hour	
5120	Group Therapy Outcome based face-to-face therapeutic intervention with two or more individuals who are treated at the same time. Providers will be Master level clinicians with appropriate certification. * Documentation will include diagnostic impressions and progress toward identified outcomes.	Per hour	



CODE	SERVICE DESCRIPTION	BILLING UNIT	
5125	Family Preservation Outcome based, flexible, community based services provided to families at risk of having a child removed from the home. Services are strength based, family centered, intensive and time-limited. Services may include parent skill training, behavior management, family therapy, and crisis intervention. Providers will be Bachelor or Master level clinicians.* Documentation will include progress toward identified Service Coordination Plan outcomes.	Per day	
<i>*Experience and education must meet your state's minimum requirement.</i>			
5130	Special Therapy Nontraditional therapies including art, movement, music, expressive, equine, horticulture, and drama provided to individuals or groups. Providers will possess related educational experience and certification. Documentation will include diagnostic impressions and progress toward identified outcomes.	Per hour	
5140	Crisis Intervention An immediate on-site (home, school, community) therapeutic response, which includes face-to-face contact with children and families for the purpose of stabilizing a situation or alleviating symptoms to the extent that there is no immediate risk of danger to self or others. Services are available 24 hours a day. Providers are Bachelor or Master level (in a related field) clinicians* and documentation will include crisis assessment, clinical intervention, and progress toward identified outcome.	Per hour	

CODE	SERVICE DESCRIPTION	BILLING UNIT	
5155	<p>MR/DD Behavioral Intervention</p> <p>Outcome based therapeutic intervention with a child or family member. Services must include 24 hour crisis intake, intervention, and consultation seven days a week and must be provided primarily in the family’s home. Limited services may be provided in a community setting. Services must include ongoing risk assessment and monitoring progress. Services will be time limited and strength based. Services must include development of short and long term goals with measurable outcomes. Services may include intensive in-home skill building and must include after-care linkage. Provider will be a licensed professional or qualified behavioral health professional (QBHP). Documentation will include monthly progress reports, requested supportive documentation (case notes, social summaries, etc.); requested testimony and/or court appearances; case conferences/staffing.</p>	Per hour	
5161	<p>Family Assessment</p> <p>Services may be identified as Parenting or Bonding Assessments and will include face-to-face contact for the purpose of assessing the family’s strengths and needs. Documentation will include information regarding the current living situation, family functioning, treatment recommendations, permanency needs, and any safety concerns. Assessments should be completed in the family home whenever possible and support the cultural context of the family. Providers will be Master level clinicians with appropriate certification. *</p>	Per hour	
<i>*Experience and education must meet your state’s minimum requirement.</i>			
5172	<p>Day Reporting</p> <p>Services include intensive supervision, educational planning assistance, and community/recreational activities. Treatment is individualized and comprehensive. Documentation will include clinical interventions and progress toward identified outcomes.</p>	Per hour	

CODE	SERVICE DESCRIPTION	BILLING UNIT	
5180	<p>Evaluation / Testing Services</p> <p>Services which are necessary to complete a comprehensive assessment for the purpose of developing an individualized treatment plan. Services may include Psychological, Neuropsychological, and Psychosexual evaluations as well as educational or academic testing. Providers will most often be PhD level with associated expertise and certification. Documentation will include clinical impressions and recommendations for treatment planning.</p>	Per unit	
5240	<p>Behavior Management Services</p> <p>An initial assessment should occur within the first five days for services which include the development and implementation of a strengths based, individualized, behavioral plan that is designed to meet a specific Service Coordination Plan outcome. Services may be delivered in the home, school, or community. Providers are Bachelor or Master level clinicians. It is preferred providers will have two years' experience in a related field and receive clinical supervision.* Documentation will include plan description and progress toward identified outcomes.</p>	Per hour	
<i>*Experience and education must meet your state's minimum requirement.</i>			
5528	<p>Parenting/Family Skills Training Groups</p> <p>Parenting classes or other structured group activities designed to enhance the parent-child relationship. Training normally involves a curriculum or defined set of experiences which will promote usable learning and skill development. Providers will be Bachelor or Master level clinicians.* Documentation will include progress toward identified outcomes and completion of curricula.</p>	Per hour	
5533	<p>Case Management</p> <p>Services are outcome focused, needs based activities which assist families and children by locating, coordinating, and monitoring care and services. Services may be provided by Master or Bachelor level clinicians. Documentation will include progress toward identified Service Coordination Plan outcomes.</p>	Per hour	



CODE	SERVICE DESCRIPTION	BILLING UNIT	
BEHAVIORAL SUPPORT SERVICES			
5185	Polygraph	Per unit	
5220	Consultation with Other Professionals Consultation by a clinician, MD, PhD, or other professional concerning specific information needed by the Child and Family Team to develop a comprehensive, individualized treatment plan. Consultation will always involve contact among the consultant, case manager, and/or other treatment team member.	Per hour	
5480	Interpretive Services	Per hour	
5515	Team Meetings Attendance at Child and Family Team meetings or Educational Case Conferences.	Per hour	
5516	Court Hearing Attendance	Per appearance	
5523	Tutor Tutoring in academic subject areas or organizational skills to address identified educational needs. Providers will possess expertise in the specific subject or skill area.* Documentation will include progress toward identified Service Coordination Plan or IEP outcomes.	Per hour	
<i>*Experience and education must meet your state's minimum requirement.</i>			
5538	Truancy Termination – Individual Truancy termination services provide school drop-out prevention education, job readiness skills services, parent education, and family support services to youth and their families. Training facilitators will be 21 years of age and possess HS Diploma or GED and a valid driver's license. Family Support Workers will possess a bachelor's degree in social work, psychology, sociology, or a directly related human service field. Supervisors will possess a bachelor's degree in social work, psychology, sociology, or directly related human service field plus three years related experience. Documentation will include weekly reports, monthly progress reports, and a Family Development Plan (FDP).	Per hour	



CODE	SERVICE DESCRIPTION	BILLING UNIT	
5548	Truancy Termination – Group Truancy termination group refers to a consistent, structured 3:1 or 4:1 (youth to mentor ratio). Truancy termination services provide school drop-out prevention education, job readiness skills services, parent education, and family support services to youth and their families. Training facilitators will be 21 years of age and possess HS Diploma or GED and a valid driver’s license. Family Support Workers will possess a bachelor’s degree in social work, psychology, sociology, or a directly related human service field. Supervisors will possess a bachelor’s degree in social work, psychology, sociology, or directly related human service field plus three years related experience. Documentation will include weekly reports, monthly progress reports, and a Family Development Plan (FDP).	Per hour	
5570	Transportation – Contracted	Per trip	
SUBSTANCE ABUSE SERVICES			
5101	Substance Abuse Therapy - Individual Substance Abuse therapy provided to individuals. *	Per hour	
5121	Substance Abuse Therapy – Group Substance Abuse therapy provided in a group setting. *	Per hour	
5165	Drug/Alcohol Assessment Licensure or certification to provide service in state administering assessment is required.	Per unit	
5166	Drug/Alcohol Screens Licensure or certification to provide service in state administering assessment is required.	Per unit	
<i>*Experience and education must meet your state’s minimum requirement.</i>			
MEDICAL SERVICES			
5050	Medication Follow-up / Psychiatric Review Brief services provided by a Psychiatrist (MD) or Clinical Nurse Specialist (CNS) for the purpose of evaluating psychotropic medications, side effects, and treatment planning.	Per hour	

CODE	SERVICE DESCRIPTION	BILLING UNIT	
5060	<p>Nursing Services</p> <p>Provided by professional by a registered nurse (RN) or a licensed practical nurse (LPN) according to a plan of care. Nursing services are provided within the scope of practice as defined:</p> <ul style="list-style-type: none"> ▪ Encompasses autonomous and collaborative care of individuals of all ages, families, groups, and communities, sick or well, and in all settings, such as in the home and community. ▪ It includes coordination and oversight. ▪ It includes assessing and planning. ▪ Monitoring and administering medication, taking patient samples, pulses, temperatures, and blood pressures. ▪ Includes the promotion of health, prevention of illness, and the care of ill, and disabled individuals. <p>Note: This service requires approval from the Choices Clinical Director(s), or Executive Director.</p>	Per day	
5345	Residential Pharmacy Reimbursement	Per Unit	
PLACEMENT SERVICES			
5310	<p>Foster Care- Maintenance Payment</p> <p>Alternative family living situation for SED youth who are unable to live with biological family. Therapeutic foster parents are likely to be either mental health or special education professionals or individuals so highly skilled in their interventions that they perform a therapeutic function in addition to supervision services. Supportive services will include consultation, support, and ongoing training, as well as crisis response and respite care. The level of need is determined by the CANS score.</p>	Per day	

CODE	SERVICE DESCRIPTION	BILLING UNIT	
5311	<p>Foster Care – with Services</p> <p>Alternative family living situation for SED youth who are unable to live with biological family. Therapeutic foster parents are likely to be either mental health or special education professionals or individuals so highly skilled in their interventions that they perform a therapeutic function in addition to supervision services. Supportive services will include consultation, support, and ongoing training, as well as crisis response and respite care. The level of need is determined by the CANS score.</p>	Per day	
5312	<p>Foster Care – Therapeutic</p> <p>Alternative family living situation for SED youth who are unable to live with biological family. Therapeutic foster parents are likely to be either mental health or special education professionals or individuals so highly skilled in their interventions that they perform a therapeutic function in addition to supervision services. Supportive services will include consultation, support, and ongoing training, as well as crisis response and respite care. The level of need is determined by the CANS score.</p>	Per day	
<i>*Experience and education must meet your state's minimum requirement.</i>			
5313	<p>Foster Care – Therapeutic Plus</p> <p>Alternative family living situation for SED youth who are unable to live with biological family. Therapeutic foster parents are likely to be either mental health or special education professionals or individuals so highly skilled in their interventions that they perform a therapeutic function in addition to supervision services. Supportive services will include consultation, support, and ongoing training, as well as crisis response and respite care. The level of need is determined by the CANS score.</p>	Per day	
5314	Foster Care- Non-Ward Baby	Per day	



CODE	SERVICE DESCRIPTION	BILLING UNIT	
5340	Residential Treatment Placement facility for youth (usually ages 12 and older) who require intensive supervision and treatment. Treatment is individualized to the needs of the client and promotes full client and family involvement in all stages of planning and implementation.	Per day	
5350	Acute Psychiatric Hospitalization Intensive, secure, short term treatment for children and adolescents experiencing an emotional or behavioral crisis which cannot be stabilized in the community. The focus of treatment is on psychiatric assessment and crisis stabilization. Services include individual, family and group therapy, transition planning and parent education.	Per day	
5380	Shelter Care Short-term placement for youth transitioning from one living situation into another.	Per day	
5400	Group Home Care Alternative living situation for children/youth who require a more structured setting than family, but who are able to be successful in the community. Group homes traditionally house 8-10 youth and have transitional staff that provide supervision.	Per day	
RESPITE SERVICES			
5410	Planned Respite – Daily Temporary care which is provided by the extended family network or by an outside (neighborhood or agency) source, in order to sustain the family structure or to meet the planned needs of the child.	Per day	
<i>*Experience and education must meet your state's minimum requirement.</i>			



CODE	SERVICE DESCRIPTION	BILLING UNIT	
SUPERVISION SERVICES			
5530	<p>Community Supervision</p> <p>Contact by a trained professional designed to monitor specific behavioral objectives or performance, particularly delinquent behaviors, on at least a weekly basis. The service should include specific behavioral objectives, time periods and any crisis response capability, which are negotiated on a case-by-case basis. Monitoring of objectives and provision of short-term counseling and assistance may vary depending on the client's performance and the level of monitoring required; reports may also vary in frequency. It is anticipated that contact will range from 4-20 hours per month.</p>	Per hour	
5539	<p>Supervised Visitation</p> <p>The visitation provider is to protect the integrity of the visit and provide a positive atmosphere where parents and children may interact in a safe, structured environment. Visitation may be held in the home or community as deemed appropriate for child's physical safety and emotional wellbeing. Documentation will include visitation date, location, and level of supervision of visit; attendance; arrival and departure time; greeting and departure interaction between parent and child; positive interactions between parent and child; planned activities by the parent; interventions required and parent's response if any; ability and willingness of parent to meet child's needs; tasks given to parent to be completed prior to or at next visit; pertinent information/issues/concerns regarding the child's placement. Providers will possess a HS diploma and five years' experience providing visitation supervision or bachelor's degree in a directly related human service field. Supervision by master's level in a directly related human service field or a Bachelor's degree in a directly related human service field with five years child welfare experience.</p>	Per hour	
<i>*Experience and education must meet your state's minimum requirement.</i>			

CODE	SERVICE DESCRIPTION	BILLING UNIT	
5540	<p>Intensive Supervision</p> <p>A multi-faceted service generally including monitoring of curfew, school attendance and behavior, community behavior and conditions of a court order for a distinct time period by a trained professional. Intensive supervision begins with a specific behavioral contract, negotiated with case manager, parents, client and any other interested parties. Contact with the client shall both monitor these expectations and provide informal counseling or other assistance, either by phone or in person. The service must include a 24-hour/7 day per week crisis response. Regular (at least monthly) written reports and weekly or post-crisis verbal reports on progress are made. It is expected that contact of 5 hours or more per week will be required to meet these goals.</p>	Per hour	
5550	<p>Supported Independent Living</p> <p>Provides supported living arrangements for youth who require community intervention and supervision. Also includes teaching independent living skills.</p>	Per day	
5560	<p>Supported Work Environment</p> <p>Services are one-to-one activities with the client or collateral contacts, which may include on-the-job interventions, career planning and job placement. Services are strength based, culturally competent, and individualized building upon the unique skills and abilities of the client. Documentation will include progress toward identified Service Coordination Plan outcomes.</p>	Per hour	
*Experience and education must meet your state's minimum requirement.			



CODE	SERVICE DESCRIPTION	BILLING UNIT	
MENTOR SERVICES			
5521	<p>Educational Mentor</p> <p>Educational Mentoring refers to a structured, one-to-one relationship (no group option for this service) with a client for the purpose of addressing identified needs in an educational setting. Services are implemented to achieve outcomes identified in the Service Coordination Plan. Behavioral plans are individualized, strength based and implemented to improve educational/social functioning and/or assist transition to a less restrictive educational setting. Educational Mentors will have completed a criminal history check and possess picture identification while in school buildings. Mentors will coordinate with building administrators prior to service delivery. Mentors will interface with Care Coordinators, parents, teachers, principals, and special education liaisons to achieve desired outcomes. Mentors will be highly trained and clinically supervised (Refer to Category 2 requirements). Documentation will include progress toward identified outcomes.</p>	Per hour	
5522	<p>Parent and Family Mentor</p> <p>Parent and Family Mentoring refers to a structured, one-to-one relationship (no group option for this service) with a parent(s) for the purpose of addressing specific parenting or family relationship needs. Services will be strength based, outcome focused culturally competent and individualized and may include education, support, and training for the parent(s) of the enrolled child. Areas of need may include domestic skills, parent training or development and implementation of behavioral plans. Parent and Family mentors will be highly trained and clinically supervised (Refer to Category 1 requirements). Documentation will include progress toward identified Service Coordination Plan outcomes.</p>	Per hour	

CODE	SERVICE DESCRIPTION	BILLING UNIT	
5524	<p>Clinical Mentor</p> <p>Clinical Mentoring refers to a structured, consistent, one-to-one relationship (no group option for this service) with a client for the purpose of meeting specific emotional or behavioral needs. Activities and strategies are time limited, individualized, strength based, culturally competent and family focused. Providers are highly trained and clinically supervised (Refer to Category 3 requirements). Documentation will reflect progress toward identified Service Coordination Plan outcomes.</p>	Per hour	
<i>*Experience and education must meet your state's minimum requirement.</i>			
5525	<p>Recreational / Social Mentor</p> <p>Recreational or Social mentoring refers to a consistent, structured, one-to-one relationship for the purpose of addressing emotional or behavioral needs in a recreational or social setting. Services will be strength based, outcome focused, culturally competent and may include the enrolled child and siblings to promote social skill development. Recreational/Social mentors will be trained and clinically supervised (Refer to Category 1 and 2 requirements). Documentation will include progress toward identified Service Coordination Plan outcomes.</p>	Per hour	
5526	<p>Life Coach / Independent Living Skills Mentor</p> <p>Life Coach or Independent Living Skills Mentoring refers to a structured, one-to-one relationship with a client for the purpose of addressing daily living needs. Services will be strength based, outcome focused, culturally competent and individualized for the older adolescent and may include personal care, living arrangements and vocational skills. Mentors will be highly trained and clinically supervised (Refer to Category 1, 2, and 3 requirements). Documentation will include progress toward identified Service Coordination Plan outcomes.</p>	Per hour	



CODE	SERVICE DESCRIPTION	BILLING UNIT	
5542	Recreational / Social Group Mentor (2-4 Youth) Recreational or Social Group Mentoring refers to a consistent, structured, 2:1, 3:1, or 4:1 (youth to mentor ratio) relationship for the purpose of addressing emotional or behavioral needs in a recreational or social setting. Services will be strength based, outcome focused, culturally competent and may include the enrolled child and siblings to promote social skill development. Recreational/Social group mentors will be trained and clinically supervised (Refer to Category 1 and 2 requirements). Documentation will include progress toward identified Service Coordination Plan outcomes.	Per hour	
<i>*Experience and education must meet your state's minimum requirement.</i>			
5543	Life Coach / Independent Living Skills Group Mentor (2-4 Youth) Life Coach or Independent Living Skills Group Mentoring refers to a structured, 2:1, 3:1, or 4:1 (youth to mentor ratio) relationship with a client for the purpose of addressing daily living needs. Services will be strength based, outcome focused, culturally competent and individualized for the older adolescent and may include personal care, living arrangements and vocational skills. Mentors will be highly trained and clinically supervised (Refer to Category 1, 2, and 3 requirements). Documentation will include progress toward identified Service Coordination Plan outcomes.	Per hour	
<i>*Experience and education must meet your state's minimum requirement.</i>			

CODE	SERVICE DESCRIPTION	BILLING UNIT
11794	Must be in compliance with CMHI certification, requirements and expectations.	Hour
11795	Must be in compliance with CMHI certification, requirements and expectations	Hour
11797	Must be in compliance with CMHI certification, requirements and expectations	Hour
11801	Must be in compliance with CMHI certification, requirements and expectations	15 min.
11802	Must be in compliance with CMHI certification, requirements and expectations	Unit
11804	Must be in compliance with CMHI certification, requirements and expectations	15 min.
11805	Must be in compliance with CMHI certification, requirements and expectations	15 min.
11806	Must be in compliance with CMHI certification, requirements and expectations	15 min.
11807	Must be in compliance with CMHI certification, requirements and expectations	Hour
11810	Must be in compliance with CMHI certification, requirements and expectations	Hour
11811	Must be in compliance with CMHI certification, requirements and expectations	Hour
11815	Must be in compliance with CMHI certification, requirements and expectations	Day



MENTOR SERVICES CATEGORIES

Category 1 Requirements:

- **Level of Education:** High School Diploma
- **Years of Experience:** 3 or more years
- **Required Age:** 21 or older
- **Related Work Experience** in two or more areas
 - Camp Counselor
 - Youth group leader
 - Residential or Group Home
 - Detention Center
 - Coaching
 - Independent Living Skills
 - Previous Volunteer/Intern (References required)
 - Elementary, Middle, or High School Experience

Category 2 Requirements:

- **Level of Education:** Associates or Bachelor's Degree in Sociology, Psychology, Social Work, Criminal Justice
- **Years of Experience:** 2 or more years
- **Related Work Experience**
 - Camp Counselor
 - Youth group leader
 - Residential or group home experience
 - Detention Center experience
 - Coaching
 - Independent Living Skills
 - Probation
 - Child Welfare
 - Mental Health
 - Education
 - Habilitation providers
 - Previous Volunteer/Intern (References required)
 - To include experience working directly with juvenile court, probation, or child welfare
 - Elementary, Middle, or High School Experience



Category 3 Requirements:

- **Level of Education:** Master's Degree or higher level of education in Sociology, Psychology, Social Work, Criminal Justice, Education (applicable to Maryland and DC Educational Consultants)
- **Years of Experience:** 2 or more years
- **Related Work Experience**
 - Therapy
 - Behavior Management
 - Habilitation providers
 - Previous Volunteer/Intern (References required)