

## Contractor Meeting Topics 9-30-2022

**Quarterly Formal Contractor Meetings (CM)** (in person or Zoom -subject focused):

March; June; September, December

**Biweekly-Monthly Casual Contractor Meetings:** to those who may want extra support/questions related to getting started, case review, marketing questions, etc. (way for all of our contractors to collaborate and give feedback to one other as well as get questions answered)

**R.E.A.C.H. Appreciation Day: 10/18/2022** look for the email! Staff pictures will be taken on this day, group/individual photos for website.

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### \*Staff Comments

- Contractor online comment box at Let Us Know Your Thoughts page found at the bottom of the Opening Staff Portal Page.
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### CONTRACTOR MEETING TOPIC:

REACH PORTAL LOGIN> Password 'reach42'

Supervision forms/Contract

Make sure you have signed the Supervision Contract.

Billing/Clinical Documentation

- 24-48 HR Policy:** Reminder that only one session a day, so can not do individual on the same day you do a group or multiple sessions per day (example for billing one note, to multiple times and full duration)
- Example times and billing units presented**

Supervision Frequency/Caseload Level and Weight

- Appropriate Weight/Level for full time contractors discussed**

- Client Frequency:** Discuss prudence for clinical documentation in regards to continuity of care, especially if client is being seen more than once per week (not including parent/clinician session [must be noted in note it was with parent] and client/clinician session) \*\*Insurance is buckling down on this - Must discuss during supervision for additional documentation.
- Treatment Plan Expiration Dates:** How to access/monitor upcoming expiration; direction to not bill out for clients post expiration date, risks associated with; plans to have assessment & treatment plan expiration date listed on EHR Facesheet. \*\*Insurance is buckling down on this.

#### Facilitating Groups

- Reimbursement rates for groups;** up to 5- \$45; 6-9-\$65; 10-12-\$85 (co-facilitator-split, 20 ppl co-facilitator-split 10/10).
- Discuss plans that a **separate meeting** for those that want to do groups will be later established to determine a timeline to when they can start the desired groups and with which serving population.

Contractors in Schools - Packets on the contractors page.

Intake Flow Process - Found on the contractors page

Open Discussion Topics

Contractor Contact List