

Option 6 Outline

Managing Individual's Funds, Service Documentation, Billing for Services

2 contact hours

Chapter 1: Managing Individual's Funds

- Review of DODD rule #5123:2-2-07
- Roles of team, individual, provider
- Guidelines and Boundaries
- Misappropriation and Missing Funds
- Case Stories
- Admission
- Delivery of Services
- Disposition

Chapter 2: Service Documentation

- Why we document
- What is necessary on documentation sheet
- Sample doc sheet

Chapter 3: Billing for Services

- Billing on your own behalf or using a billing agent
- Resources for codes and procedures