

Unit Calculations

RISK ASSESSMENT SECTION

In this section place create a entry for units billed and hours billed as displayed below. *Do not round up or down. Write exact time service began or ended and calculate units accordingly*

“Units Billed:
Hours Billed:”

CMHI/CMHW (HABILITATION & FST)

1 unit of service = 15 minutes

To bill one 15-minute unit of service, a minimum of 8 minutes of service must be provided.

Units of service activity time for 1 day are totaled to submit one claim. Remaining units that are less than 8 minutes may not be billed or added to partial units on other days of service:

· Round partial units of service for a single visit on a date of service as follows:

– unit of service totaling 8 minutes or more is rounded up to a 15-minute unit of service.

– unit of service totaling 7 minutes or less must not be rounded up and cannot be billed or added to partial units on other days of service.

Units		Units		Units	
1	15 min	5	75 min (1h 15min)	9	135 min (2h 15min)
2	30 min	6	90 min (1h 30min)	10	150 min (2h 30min)
3	45 min	7	105 min (1h 45min)	11	165min (2h 45min)
4	60 min	8	120 min (2h)	12	180 min (3h)

DCS (PARENT EDUCATION)

Services may be billed in 15 minute increments; partial units are rounded to the nearest quarter hour using the following guidelines:

● 0 to 7 minutes do not bill 0.00 hour
● 8 to 22 minutes 1 fifteen minute unit 0.25 hour
● 23 to 37 minutes 2 fifteen minute units 0.50 hour
● 38 to 52 minutes 3 fifteen minute units 0.75 hour
● 53 to 60 minutes 4 fifteen minute units 1.00 hour