

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Introduction

Purpose of This Schedule

Schedule 3.2 contains the rates that will be used in Fiscal Year 2005. The Schedule contains two columns of rates. The first column labeled "Benchmark Rate" contains the rates that the Division calculated through its rate setting process. The second column labeled "Adopted Rate" contains the rates that the Division adopted for the published rate schedule and these are the rates to be used for each service when billing the Division.

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3A - Home-Based Services

Unit of Service

1. The basis of payment for all Home-Based Services except for Respite, Continuous is an hourly unit of direct service time. Direct service time is the period of time spent with or on behalf of the consumer and verified by the consumer. When billing, the Qualified Vendor should round its direct service time to the nearest 15-minute increment, as illustrated in the examples below:

- If services were provided for 65 minutes, bill for 1 hour.
- If services were provided for 68 minutes, bill for 1.25 hour.
- If services were provided for 50 minutes, bill for .75 hour.

2. If the Qualified Vendor provides respite for more than 13 hours in one day, this is considered to be Respite, Continuous. One unit of Respite, Continuous equals one day (13 or more hours in a 24-hour period) of direct service time. A Qualified Vendor billing for Respite, Continuous will bill for the appropriate number of days of service and will include the actual cumulative hours of service provided on the billing document as required by the Division.

3. In no event will more than three consumers receive the same service with a single direct service staff person at the same time.

**Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3A - Home-Based Services**

Service Code	Description	Unit of Service	Multiple Clients	Benchmark Rate	Adopted Rate
Attendent Care					
AFC/ANC	Attendant Care	Client Hour	1	\$14.15	\$13.16
AFC/ANC	Attendant Care	Client Hour	2	\$8.84	\$8.22
AFC/ANC	Attendant Care	Client Hour	3	\$7.08	\$6.58
Habilitation, Community Protection and Treatment Hourly					
HPH	Habilitation, Community Protection and Treatment Hourly	Client Hour	1	\$18.97	\$17.64
HPH	Habilitation, Community Protection and Treatment Hourly	Client Hour	2	\$11.86	\$11.03
HPH	Habilitation, Community Protection and Treatment Hourly	Client Hour	3	\$9.49	\$8.82
Habilitation, Support					
HAH	Habilitation, Support	Client Hour	1	\$18.06	\$16.80
HAH	Habilitation, Support	Client Hour	2	\$11.29	\$10.50
HAH	Habilitation, Support	Client Hour	3	\$9.03	\$8.40
Housekeeping					
HSK	Housekeeping	Client Hour	1	\$13.04	\$12.13
Respite, short-term					
RSP	Respite, short-term	Client Hour	1	\$13.87	\$12.90
RSP	Respite, short-term	Client Hour	2	\$8.67	\$8.06
RSP	Respite, short-term	Client Hour	3	\$6.94	\$6.45
Respite, continuous					
RSD	Respite, continuous	Day	1	\$169.61	\$157.74
RSD	Respite, continuous	Day	2	\$106.01	\$98.59
RSD	Respite, continuous	Day	3	\$84.81	\$78.87

**Arizona Department of Economic Security, Division of Developmental Disabilities
 Schedule 3.2: Benchmark and Adopted Rates
 Sub-Schedule 3A - Home-Based Services**

Service Code	Description	Unit of Service	Multiple Clients	Benchmark Rate	Adopted Rate
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Independent Living Services

HAI	Habilitation, Individually Designed Living Arrangement	Client Hour	1	\$18.25	\$16.97
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Unit of Service for Habilitation, Individually Designed Living Arrangement

If the Qualified Vendor provides this service with a single direct service staff person to multiple consumers at the same time, the basis of payment for each consumer will be the total direct service time divided by the total number of consumers. The rate for this service will be the per unit rate:

- If one direct service staff person provides this service for one hour of direct service time to two consumers at the same time, the Qualified Vendor shall bill the Division .5 units of service for each consumer at the published rate.
- If one direct service staff person provides this service for two hours of direct service time to two consumers at the same time, the Qualified Vendor shall bill the Division one unit of service for each consumer at the published rate.

The element of the schedule is either new or was changed from the May 2, 2003 release

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3B - Day Treatment Services

Unit of Service

1. The basis of payment for this service is the daily ratio rate. To determine the appropriate billing rate for each day this service is provided, the Qualified Vendor shall:
 - a. Divide (the total hours consumers, excluding hours for behaviorally or medically intense consumers with a special authorization rate, attended the program in a day) by (the total direct service staff hours with consumers present at the program in a day, excluding hours related to behaviorally or medically intense consumers with a specially authorized rate); and
 - b. Use the resulting quotient, which is the number of consumer hours per direct service staff hours and can be stated as "1:(result from step a.)" staff to consumer ratio, to find the appropriate staff to consumer ratio rate on the rate schedule.

2. Total hours for consumers or direct service staff shall not include the time spent during transportation to/from the program. For both consumers and direct service staff, units shall be recorded on the per consumer and per direct service staff basis, shall be expressed in terms of hours and shall be rounded to the nearest 15-minute increment, as illustrated in examples below:
 - If total hours for a consumer or direct service staff were equal to 3 hours and 5 minutes, round the total to 3 hours
 - If total hours for a consumer or direct service staff were equal to 5 hours and 24 minutes, round the total to 5.5 hours
 - If total hours for a consumer or direct service staff were equal to 6 hours and 48 minutes, round the total to 6.75 hours

3. The Division will not compensate Qualified Vendors for any absences. For example, if a consumer stays in the day program for two hours in the morning, then leaves for two hours, and then returns for three hours, and all activity takes place within the same program day, total hours for this consumer shall be equal to five.

4. If the consumer permanently stops attending the Qualified Vendor's facility, then the Qualified Vendor shall notify the DDD Program Administrator/Manager or designee. The Qualified Vendor shall not bill the Division for vacancies.

**Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3B - Day Treatment Services**

Service Code	Description	Unit of Service	Benchmark Rate	Adopted Rate
Day Treatment and Training, Adult*				
DTA	Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:2.5 To 1:4.5	Program Hour	\$7.88	\$8.20
DTA	Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:4.51 To 1:6.5	Program Hour	\$5.82	\$6.00
DTA	Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:6.51 To 1:8.5	Program Hour	\$4.86	\$5.00
DTA	Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:8.51 To 1:10.5	Program Hour	\$4.30	\$4.45
Day Treatment and Training, Children*				
DTT	Day Treatment and Training, Children (After-School) - Staff : Consumer Ratio Of 1:2.5 To 1:4.5	Program Hour	\$8.05	\$8.30
DTT	Day Treatment and Training, Children (After-School) - Staff : Consumer Ratio Of 1:4.51 To 1:6.5	Program Hour	\$6.20	\$6.40
DTT	Day Treatment and Training, Children (After-School) - Staff : Consumer Ratio Of 1:6.51 To 1:8.5	Program Hour	\$5.34	\$5.50
DTT	Day Treatment and Training, Children (After-School) - Staff : Consumer Ratio Of 1:8.51 To 1:10.5	Program Hour	\$4.84	\$5.00
DTT	Day Treatment and Training, Children (Summer) - Staff : Consumer Ratio Of 1:2.5 To 1:4.5	Program Hour	\$8.05	\$8.30
DTT	Day Treatment and Training, Children (Summer) - Staff : Consumer Ratio Of 1:4.51 To 1:6.5	Program Hour	\$6.20	\$6.40
DTT	Day Treatment and Training, Children (Summer) - Staff : Consumer Ratio Of 1:6.51 To 1:8.5	Program Hour	\$5.34	\$5.50
DTT	Day Treatment and Training, Children (Summer) - Staff : Consumer Ratio Of 1:8.51 To 1:10.5	Program Hour	\$4.84	\$5.00

**Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3B - Day Treatment Services**

Service Code	Description	Unit of Service	Benchmark Rate	Adopted Rate
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Modified Rates

Rural*

The Division established a separate rate for this service in the rural areas of the state. This modified rate is authorized on a program basis and has a premium over the standard rate for this service. The Qualified Vendor shall bill the Division this modified rate only after it receives authorization from the DDD Program Administrator/Manager or designee. The general guideline for authorizing the modified rate for rural areas is that the potential client base of the program size has fewer than 20 consumers in a 40 mile radius.

DTA	Rural Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:2.5 To 1:4.5	Program Hour	\$8.86	\$9.20
DTA	Rural Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:4.51 To 1:6.5	Program Hour	\$6.80	\$7.00
DTA	Rural Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:6.51 To 1:8.5	Program Hour	\$5.84	\$6.00
DTA	Rural Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:8.51 To 1:10.5	Program Hour	\$5.29	\$5.45

* Benchmark Rates are lower than Adopted Rates due to the transitional Absence Adjustment Factor. This adjustment is expected to be eliminated within two (2) years.

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3B - Day Treatment Services

Service Code	Description	Unit of Service	Benchmark Rate	Adopted Rate
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Behaviorally or Medically Intense

The Division established a separate rate for this service to behaviorally or medically intense consumers. This modified rate is authorized on an individual consumer basis. Special authorization for these consumers is required by the DDD Program Administrator/Manager or designee. The rate is equal to the adopted Habilitation, Support rate. The hours for these consumers and the direct service staff hours shall not be considered in determining the overall program staffing ratio for the remaining consumers.

DTA	Behaviorally or Medically Intense Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:1	Program Hour	\$18.06	\$16.80
DTA	Behaviorally or Medically Intense Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:2	Program Hour	\$11.29	\$10.50
DTA	Behaviorally or Medically Intense Day Treatment and Training, Adult - Staff : Consumer Ratio Of 1:3	Program Hour	\$9.03	\$8.40
DTT	Behaviorally or Medically Intense Day Treatment and Training, Children (After-School) - Staff : Consumer Ratio Of 1:1	Program Hour	\$18.06	\$16.80
DTT	Behaviorally or Medically Intense Day Treatment and Training, Children (After-School) - Staff : Consumer Ratio Of 1:2	Program Hour	\$11.29	\$10.50
DTT	Behaviorally or Medically Intense Day Treatment and Training, Children (After-School) - Staff : Consumer Ratio Of 1:3	Program Hour	\$9.03	\$8.40
DTT	Behaviorally or Medically Intense Day Treatment and Training, Children (Summer) - Staff : Consumer Ratio Of 1:1	Program Hour	\$18.06	\$16.80
DTT	Behaviorally or Medically Intense Day Treatment and Training, Children (Summer) - Staff : Consumer Ratio Of 1:2	Program Hour	\$11.29	\$10.50
DTT	Behaviorally or Medically Intense Day Treatment and Training, Children (Summer) - Staff : Consumer Ratio Of 1:3	Program Hour	\$9.03	\$8.40

The element of the schedule is either new or was changed from the May 2, 2003 release

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3C - Residential Services

Unit of Service

1. For the Developmental Home services, one unit of service equals one day (24 hours) of service time. A day begins at midnight and ends at 11:59 p.m. Unit of service includes transportation time spent with consumers during daily activities.
2. For the Group Home services except for Habilitation, Nursing Supported Group Home, one unit of service equals one hour (60 minutes) of direct service time. Direct service time is the period of time spent with or on behalf of the consumer and can be verified by consumer attendance records and includes transportation time spent with consumers during daily activities. This unit of service is converted to a daily rate for billing purposes.
3. For Habilitation, Nursing Supported Group Home, one unit of service equals one day (24 hours) of service time. A day begins at midnight and ends at 11:59 p.m. Unit of service includes transportation time spent with consumers during daily activities.
4. For Room and Board, All Group Home, one unit equals one day (24 hours). If the consumer is a resident at 11:59 p.m. on a given day, the Qualified Vendor may bill that day for that consumer.

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3C - Residential Services

Service Code	Description	Unit of Service	District	Contracted Capacity	Actual Occupancy	Benchmark Rate	Adopted Rate
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Developmental Home Services

HBA/HBC	Habilitation, Vendor Supported Developmental Home (Child and Adult)	Day	All	N/A	N/A	\$94.86	\$109.75
RRB	Room and Board, Vendor Supported Developmental Home (Child and Adult)	Day	All	N/A	N/A	\$11.90	\$11.60

Group Home Services*

HPD	Habilitation, Community Protection and Treatment Group Home*	Staff Hour	All	N/A	N/A	\$18.97	\$17.64
HAB	Habilitation, Group Home*	Staff Hour	All	N/A	N/A	\$17.06	\$15.87

* See Schedule 4 for daily rates

HAN	Habilitation, Nursing Supported Group Home - Level I	Day	All	N/A	N/A	\$253.56	\$253.56
HAN	Habilitation, Nursing Supported Group Home - Level II	Day	All	N/A	N/A	\$312.71	\$312.71
HAN	Habilitation, Nursing Supported Group Home - Level III	Day	All	N/A	N/A	\$362.85	\$362.85

Room and Board, All Group Homes

RRB	Room and Board, All Group Homes	Day	1	1	1	\$35.15	\$35.15
RRB	Room and Board, All Group Homes	Day	1	2	1	\$37.98	\$37.98
RRB	Room and Board, All Group Homes	Day	1	2	2	\$22.78	\$22.78
RRB	Room and Board, All Group Homes	Day	1	3	1	\$46.49	\$46.49
RRB	Room and Board, All Group Homes	Day	1	3	2	\$27.00	\$27.00
RRB	Room and Board, All Group Homes	Day	1	3	3	\$20.50	\$20.50
RRB	Room and Board, All Group Homes	Day	1	4	1	\$50.70	\$50.70
RRB	Room and Board, All Group Homes	Day	1	4	2	\$29.08	\$29.08
RRB	Room and Board, All Group Homes	Day	1	4	3	\$21.88	\$21.88
RRB	Room and Board, All Group Homes	Day	1	4	4	\$18.27	\$18.27
RRB	Room and Board, All Group Homes	Day	1	5	1	\$59.14	\$59.14
RRB	Room and Board, All Group Homes	Day	1	5	2	\$33.29	\$33.29
RRB	Room and Board, All Group Homes	Day	1	5	3	\$24.68	\$24.68
RRB	Room and Board, All Group Homes	Day	1	5	4	\$20.37	\$20.37
RRB	Room and Board, All Group Homes	Day	1	5	5	\$17.78	\$17.78
RRB	Room and Board, All Group Homes	Day	1	6	1	\$62.96	\$62.96
RRB	Room and Board, All Group Homes	Day	1	6	2	\$35.19	\$35.19
RRB	Room and Board, All Group Homes	Day	1	6	3	\$25.94	\$25.94
RRB	Room and Board, All Group Homes	Day	1	6	4	\$21.31	\$21.31
RRB	Room and Board, All Group Homes	Day	1	6	5	\$18.53	\$18.53
RRB	Room and Board, All Group Homes	Day	1	6	6	\$16.68	\$16.68

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3C - Residential Services

Service Code	Description	Unit of Service	District	Contracted Capacity	Actual Occupancy	Benchmark Rate	Adopted Rate
RRB	Room and Board, All Group Homes	Day	2	1	1	\$30.95	\$30.95
RRB	Room and Board, All Group Homes	Day	2	2	1	\$33.85	\$33.85
RRB	Room and Board, All Group Homes	Day	2	2	2	\$20.72	\$20.72
RRB	Room and Board, All Group Homes	Day	2	3	1	\$41.64	\$41.64
RRB	Room and Board, All Group Homes	Day	2	3	2	\$24.58	\$24.58
RRB	Room and Board, All Group Homes	Day	2	3	3	\$18.89	\$18.89
RRB	Room and Board, All Group Homes	Day	2	4	1	\$45.26	\$45.26
RRB	Room and Board, All Group Homes	Day	2	4	2	\$26.36	\$26.36
RRB	Room and Board, All Group Homes	Day	2	4	3	\$20.06	\$20.06
RRB	Room and Board, All Group Homes	Day	2	4	4	\$16.91	\$16.91
RRB	Room and Board, All Group Homes	Day	2	5	1	\$52.52	\$52.52
RRB	Room and Board, All Group Homes	Day	2	5	2	\$29.98	\$29.98
RRB	Room and Board, All Group Homes	Day	2	5	3	\$22.47	\$22.47
RRB	Room and Board, All Group Homes	Day	2	5	4	\$18.71	\$18.71
RRB	Room and Board, All Group Homes	Day	2	5	5	\$16.46	\$16.46
RRB	Room and Board, All Group Homes	Day	2	6	1	\$55.81	\$55.81
RRB	Room and Board, All Group Homes	Day	2	6	2	\$31.62	\$31.62
RRB	Room and Board, All Group Homes	Day	2	6	3	\$23.55	\$23.55
RRB	Room and Board, All Group Homes	Day	2	6	4	\$19.52	\$19.52
RRB	Room and Board, All Group Homes	Day	2	6	5	\$17.10	\$17.10
RRB	Room and Board, All Group Homes	Day	2	6	6	\$15.49	\$15.49
RRB	Room and Board, All Group Homes	Day	3	1	1	\$35.78	\$35.78
RRB	Room and Board, All Group Homes	Day	3	2	1	\$39.13	\$39.13
RRB	Room and Board, All Group Homes	Day	3	2	2	\$23.36	\$23.36
RRB	Room and Board, All Group Homes	Day	3	3	1	\$47.79	\$47.79
RRB	Room and Board, All Group Homes	Day	3	3	2	\$27.65	\$27.65
RRB	Room and Board, All Group Homes	Day	3	3	3	\$20.94	\$20.94
RRB	Room and Board, All Group Homes	Day	3	4	1	\$52.22	\$52.22
RRB	Room and Board, All Group Homes	Day	3	4	2	\$29.84	\$29.84
RRB	Room and Board, All Group Homes	Day	3	4	3	\$22.38	\$22.38
RRB	Room and Board, All Group Homes	Day	3	4	4	\$18.65	\$18.65
RRB	Room and Board, All Group Homes	Day	3	5	1	\$60.86	\$60.86
RRB	Room and Board, All Group Homes	Day	3	5	2	\$34.15	\$34.15
RRB	Room and Board, All Group Homes	Day	3	5	3	\$25.25	\$25.25
RRB	Room and Board, All Group Homes	Day	3	5	4	\$20.80	\$20.80
RRB	Room and Board, All Group Homes	Day	3	5	5	\$18.13	\$18.13

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3C - Residential Services

Service Code	Description	Unit of Service	District	Contracted Capacity	Actual Occupancy	Benchmark Rate	Adopted Rate
RRB	Room and Board, All Group Homes	Day	3	6	1	\$64.90	\$64.90
RRB	Room and Board, All Group Homes	Day	3	6	2	\$36.16	\$36.16
RRB	Room and Board, All Group Homes	Day	3	6	3	\$26.58	\$26.58
RRB	Room and Board, All Group Homes	Day	3	6	4	\$21.79	\$21.79
RRB	Room and Board, All Group Homes	Day	3	6	5	\$18.92	\$18.92
RRB	Room and Board, All Group Homes	Day	3	6	6	\$17.00	\$17.00
RRB	Room and Board, All Group Homes	Day	4, 5, 6	1	1	\$29.80	\$29.80
RRB	Room and Board, All Group Homes	Day	4, 5, 6	2	1	\$32.51	\$32.51
RRB	Room and Board, All Group Homes	Day	4, 5, 6	2	2	\$20.05	\$20.05
RRB	Room and Board, All Group Homes	Day	4, 5, 6	3	1	\$39.80	\$39.80
RRB	Room and Board, All Group Homes	Day	4, 5, 6	3	2	\$23.66	\$23.66
RRB	Room and Board, All Group Homes	Day	4, 5, 6	3	3	\$18.27	\$18.27
RRB	Room and Board, All Group Homes	Day	4, 5, 6	4	1	\$41.52	\$41.52
RRB	Room and Board, All Group Homes	Day	4, 5, 6	4	2	\$24.50	\$24.50
RRB	Room and Board, All Group Homes	Day	4, 5, 6	4	3	\$18.82	\$18.82
RRB	Room and Board, All Group Homes	Day	4, 5, 6	4	4	\$15.98	\$15.98
RRB	Room and Board, All Group Homes	Day	4, 5, 6	5	1	\$46.41	\$46.41
RRB	Room and Board, All Group Homes	Day	4, 5, 6	5	2	\$26.93	\$26.93
RRB	Room and Board, All Group Homes	Day	4, 5, 6	5	3	\$20.43	\$20.43
RRB	Room and Board, All Group Homes	Day	4, 5, 6	5	4	\$17.18	\$17.18
RRB	Room and Board, All Group Homes	Day	4, 5, 6	5	5	\$15.24	\$15.24
RRB	Room and Board, All Group Homes	Day	4, 5, 6	6	1	\$48.74	\$48.74
RRB	Room and Board, All Group Homes	Day	4, 5, 6	6	2	\$28.08	\$28.08
RRB	Room and Board, All Group Homes	Day	4, 5, 6	6	3	\$21.20	\$21.20
RRB	Room and Board, All Group Homes	Day	4, 5, 6	6	4	\$17.75	\$17.75
RRB	Room and Board, All Group Homes	Day	4, 5, 6	6	5	\$15.69	\$15.69
RRB	Room and Board, All Group Homes	Day	4, 5, 6	6	6	\$14.31	\$14.31

Incontinence Supplies and Nutritional Supplements

Incontinence supplies and/or nutritional supplements shall be billed separately. These modifiers will be approved by the Division on a case-by-case basis, and the Qualified Vendor will be paid for these expenses in addition to the per diem rate and only for those residents that require them.

Nutritional Supplement Modifier

HAB, HBA, HBC	Nutritional Supplement, 1:1	Day	All	N/A	N/A	\$4.00	\$4.00
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Incontinence Supplies Modifier

HAB, HBA, HBC	Incontinence Supplies, 1:1	Day	All	N/A	N/A	\$3.00	\$3.00
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The element of the schedule is either new or was changed from the May 2, 2003 release

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3D - Professional Services

Unit of Service

1. For Home Health Aide and Nursing Services:

1.1 The basis of payment for all Services except for Nursing, Continuous is an hourly unit of direct service time. Direct service time is the period of time spent with or on behalf of the consumer and verified by the consumer. When billing, the Qualified Vendor should round its direct service time to the nearest 15-minute increment, as illustrated in the examples below:

- If services were provided for 65 minutes, bill for 1 hour.
- If services were provided for 68 minutes, bill for 1.25 hour.
- If services were provided for 50 minutes, bill for .75 hour.

1.2 If the Qualified Vendor provides nursing for more than 16 hours in one day, this is considered to be Nursing, Continuous. One unit of Nursing, Continuous equals one day (16 or more hours in a 24-hour period) of direct service time. A Qualified Vendor billing for Nursing, Continuous will bill for the appropriate number of days of service and will include the actual cumulative hours of service provided on the billing document as required by the Division.

2. For Therapies:

2.1 One unit of evaluation equals one visit for evaluation.

2.2 The basis of payment for this service other than evaluation is an hourly unit of direct service time. Direct service time is the period of time spent with or on behalf of the consumer and verified by the consumer. When billing, the Qualified Vendor should round its direct service time to the nearest 15-minute increment, as illustrated in the examples below:

- If services were provided for 65 minutes, bill for 1 hour.
- If services were provided for 68 minutes, bill for 1.25 hour.
- If services were provided for 50 minutes, bill for 0.75 hour.

3. In no event will more than three consumers receive the same service with a single direct service staff person at the same time.

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3D - Professional Services

Service Code	Description	Unit of Service	Multiple Clients	Benchmark Rate	Adopted Rate
Home Health Aide					
HHA	Home Health Aide	Client Hour	1	\$16.72	\$15.55
HHA	Home Health Aide	Client Hour	2	\$10.45	\$9.72
HHA	Home Health Aide	Client Hour	3	\$8.36	\$7.77
Nursing, short-term					
NHx	Nursing, short-term	Client Hour	1	\$35.69	\$35.00
NHx	Nursing, short-term	Client Hour	2	\$22.31	\$21.88
NHx	Nursing, short-term	Client Hour	3	\$17.85	\$17.50
Nursing, continuous					
NHx	Nursing, continuous	Day	1	\$473.62	\$464.46
NHx	Nursing, continuous	Day	2	\$296.01	\$290.29
NHx	Nursing, continuous	Day	3	\$236.81	\$232.23
Occupational Therapy					
OCT	Occupational Therapy/Early Intervention - In Office Or Center Based Service Delivery	Client Hour	1	\$52.80	\$52.80
OCT	Occupational Therapy/Early Intervention - In Office Or Center Based Service Delivery	Client Hour	2	\$33.00	\$33.00
OCT	Occupational Therapy/Early Intervention - In Office Or Center Based Service Delivery	Client Hour	3	\$26.40	\$26.40
OCT	Occupational Therapy/Early Intervention - Service Delivered At The Arizona Training Program At Coolidge	Client Hour	1	\$71.50	\$71.50
OCT	Occupational Therapy/Early Intervention - Service Delivered At The Arizona Training Program At Coolidge	Client Hour	2	\$44.69	\$44.69
OCT	Occupational Therapy/Early Intervention - Service Delivered At The Arizona Training Program At Coolidge	Client Hour	3	\$35.75	\$35.75
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Less Than 30 Miles*	Client Hour	1	\$57.20	\$57.20
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Less Than 30 Miles*	Client Hour	2	\$35.75	\$35.75
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Less Than 30 Miles*	Client Hour	3	\$28.60	\$28.60

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3D - Professional Services

Service Code	Description	Unit of Service	Multiple Clients	Benchmark Rate	Adopted Rate
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 31 To 50 Miles*	Client Hour	1	\$66.00	\$66.00
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 31 To 50 Miles*	Client Hour	2	\$41.25	\$41.25
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 31 To 50 Miles*	Client Hour	3	\$33.00	\$33.00
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 51 To 60 Miles*	Client Hour	1	\$71.50	\$71.50
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 51 To 60 Miles*	Client Hour	2	\$44.69	\$44.69
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 51 To 60 Miles*	Client Hour	3	\$35.75	\$35.75
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 61 To 120 Miles*	Client Hour	1	\$99.00	\$99.00
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 61 To 120 Miles*	Client Hour	2	\$61.88	\$61.88
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 61 To 120 Miles*	Client Hour	3	\$49.50	\$49.50
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 121 To 150 Miles*	Client Hour	1	\$110.00	\$110.00
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 121 To 150 Miles*	Client Hour	2	\$68.75	\$68.75
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of 121 To 150 Miles*	Client Hour	3	\$55.00	\$55.00
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of More Than 150 Miles*	Client Hour	1	\$143.00	\$143.00
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of More Than 150 Miles*	Client Hour	2	\$89.38	\$89.38
OCT	Occupational Therapy/Early Intervention - Service Delivery Requiring Travel Of More Than 150 Miles*	Client Hour	3	\$71.50	\$71.50
OCE	Occupational Therapy Evaluation - <= 2 Hours Of Therapist's Time Including Travel	Evaluation	1	\$117.00	\$117.00
OCE	Occupational Therapy Evaluation - <= 2 Hours Of Therapist's Time Including Travel	Evaluation	2	\$73.13	\$73.13
OCE	Occupational Therapy Evaluation - <= 2 Hours Of Therapist's Time Including Travel	Evaluation	3	\$58.50	\$58.50
OCE	Occupational Therapy Evaluation - 2 - 3 Hours Of Therapist's Time Including Travel	Evaluation	1	\$150.00	\$150.00
OCE	Occupational Therapy Evaluation - 2 - 3 Hours Of Therapist's Time Including Travel	Evaluation	2	\$93.75	\$93.75
OCE	Occupational Therapy Evaluation - 2 - 3 Hours Of Therapist's Time Including Travel	Evaluation	3	\$75.00	\$75.00

**Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3D - Professional Services**

Service Code	Description	Unit of Service	Multiple Clients	Benchmark Rate	Adopted Rate
OCE	Occupational Therapy Evaluation - 3 - 4 Hours Of Therapist's Time Including Travel	Evaluation	1	\$220.00	\$220.00
OCE	Occupational Therapy Evaluation - 3 - 4 Hours Of Therapist's Time Including Travel	Evaluation	2	\$137.50	\$137.50
OCE	Occupational Therapy Evaluation - 3 - 4 Hours Of Therapist's Time Including Travel	Evaluation	3	\$110.00	\$110.00
OCE	Occupational Therapy Evaluation - 4 - 6 Hours Of Therapist's Time Including Travel	Evaluation	1	\$350.00	\$350.00
OCE	Occupational Therapy Evaluation - 4 - 6 Hours Of Therapist's Time Including Travel	Evaluation	2	\$218.75	\$218.75
OCE	Occupational Therapy Evaluation - 4 - 6 Hours Of Therapist's Time Including Travel	Evaluation	3	\$175.00	\$175.00

*NOTE: The rate is calculated per client in relation to the mileage distance from the Therapist's office to the location of the therapy appointment. If a therapist does not maintain office space, the distance is calculated from his/her home to the location of the therapy appointment. The one-way travel mileage to the appointment is used to determine the rate.

Physical Therapy

PHT	Physical Therapy/Early Intervention - In Office Or Center Based Service Delivery	Client Hour	1	\$52.80	\$52.80
PHT	Physical Therapy/Early Intervention - In Office Or Center Based Service Delivery	Client Hour	2	\$33.00	\$33.00
PHT	Physical Therapy/Early Intervention - In Office Or Center Based Service Delivery	Client Hour	3	\$26.40	\$26.40
PHT	Physical Therapy/Early Intervention - Service Delivered At The Arizona Training Program At Coolidge	Client Hour	1	\$71.50	\$71.50
PHT	Physical Therapy/Early Intervention - Service Delivered At The Arizona Training Program At Coolidge	Client Hour	2	\$44.69	\$44.69
PHT	Physical Therapy/Early Intervention - Service Delivered At The Arizona Training Program At Coolidge	Client Hour	3	\$35.75	\$35.75
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Less Than 30 Miles*	Client Hour	1	\$57.20	\$57.20
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Less Than 30 Miles*	Client Hour	2	\$35.75	\$35.75
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Less Than 30 Miles*	Client Hour	3	\$28.60	\$28.60

Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3D - Professional Services

Service Code	Description	Unit of Service	Multiple Clients	Benchmark Rate	Adopted Rate
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 31 To 50 Miles*	Client Hour	1	\$66.00	\$66.00
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 31 To 50 Miles*	Client Hour	2	\$41.25	\$41.25
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 31 To 50 Miles*	Client Hour	3	\$33.00	\$33.00
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 51 To 60 Miles*	Client Hour	1	\$71.50	\$71.50
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 51 To 60 Miles*	Client Hour	2	\$44.69	\$44.69
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 51 To 60 Miles*	Client Hour	3	\$35.75	\$35.75
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 61 To 120 Miles*	Client Hour	1	\$99.00	\$99.00
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 61 To 120 Miles*	Client Hour	2	\$61.88	\$61.88
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 61 To 120 Miles*	Client Hour	3	\$49.50	\$49.50
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 121 To 150 Miles*	Client Hour	1	\$110.00	\$110.00
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 121 To 150 Miles*	Client Hour	2	\$68.75	\$68.75
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of 121 To 150 Miles*	Client Hour	3	\$55.00	\$55.00
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of More Than 150 Miles*	Client Hour	1	\$143.00	\$143.00
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of More Than 150 Miles*	Client Hour	2	\$89.38	\$89.38
PHT	Physical Therapy/Early Intervention - Service Delivery Requiring Travel Of More Than 150 Miles*	Client Hour	3	\$71.50	\$71.50
PHE	Physical Therapy Evaluation - <= 2 Hours Of Therapist's Time Including Travel	Evaluation	1	\$117.00	\$117.00
PHE	Physical Therapy Evaluation - <= 2 Hours Of Therapist's Time Including Travel	Evaluation	2	\$73.13	\$73.13
PHE	Physical Therapy Evaluation - <= 2 Hours Of Therapist's Time Including Travel	Evaluation	3	\$58.50	\$58.50
PHE	Physical Therapy Evaluation - 2 - 3 Hours Of Therapist's Time Including Travel	Evaluation	1	\$150.00	\$150.00
PHE	Physical Therapy Evaluation - 2 - 3 Hours Of Therapist's Time Including Travel	Evaluation	2	\$93.75	\$93.75
PHE	Physical Therapy Evaluation - 2 - 3 Hours Of Therapist's Time Including Travel	Evaluation	3	\$75.00	\$75.00

**Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3D - Professional Services**

Service Code	Description	Unit of Service	Multiple Clients	Benchmark Rate	Adopted Rate
PHE	Physical Therapy Evaluation - 3 - 4 Hours Of Therapist's Time Including Travel	Evaluation	1	\$220.00	\$220.00
PHE	Physical Therapy Evaluation - 3 - 4 Hours Of Therapist's Time Including Travel	Evaluation	2	\$137.50	\$137.50
PHE	Physical Therapy Evaluation - 3 - 4 Hours Of Therapist's Time Including Travel	Evaluation	3	\$110.00	\$110.00
PHE	Physical Therapy Evaluation - 4 - 6 Hours Of Therapist's Time Including Travel	Evaluation	1	\$350.00	\$350.00
PHE	Physical Therapy Evaluation - 4 - 6 Hours Of Therapist's Time Including Travel	Evaluation	2	\$218.75	\$218.75
PHE	Physical Therapy Evaluation - 4 - 6 Hours Of Therapist's Time Including Travel	Evaluation	3	\$175.00	\$175.00

*NOTE: The rate is calculated per client in relation to the mileage distance from the Therapist's office to the location of the therapy appointment. If a therapist does not maintain office space, the distance is calculated from his/her home to the location of the therapy appointment. The one-way travel mileage to the appointment is used to determine the rate.

Speech Therapy

SPT	Speech Therapy/Early Intervention - In Office Or Center Based Service Delivery	Client Hour	1	\$52.80	\$52.80
SPT	Speech Therapy/Early Intervention - In Office Or Center Based Service Delivery	Client Hour	2	\$33.00	\$33.00
SPT	Speech Therapy/Early Intervention - In Office Or Center Based Service Delivery	Client Hour	3	\$26.40	\$26.40
SPT	Speech Therapy/Early Intervention - Service Delivered At The Arizona Training Program At Coolidge	Client Hour	1	\$71.50	\$71.50
SPT	Speech Therapy/Early Intervention - Service Delivered At The Arizona Training Program At Coolidge	Client Hour	2	\$44.69	\$44.69
SPT	Speech Therapy/Early Intervention - Service Delivered At The Arizona Training Program At Coolidge	Client Hour	3	\$35.75	\$35.75
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Less Than 30 Miles*	Client Hour	1	\$57.20	\$57.20
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Less Than 30 Miles*	Client Hour	2	\$35.75	\$35.75
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Less Than 30 Miles*	Client Hour	3	\$28.60	\$28.60

**Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3D - Professional Services**

Service Code	Description	Unit of Service	Multiple Clients	Benchmark Rate	Adopted Rate
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 31 To 50 Miles*	Client Hour	1	\$66.00	\$66.00
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 31 To 50 Miles*	Client Hour	2	\$41.25	\$41.25
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 31 To 50 Miles*	Client Hour	3	\$33.00	\$33.00
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 51 To 60 Miles*	Client Hour	1	\$71.50	\$71.50
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 51 To 60 Miles*	Client Hour	2	\$44.69	\$44.69
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 51 To 60 Miles*	Client Hour	3	\$35.75	\$35.75
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 61 To 120 Miles*	Client Hour	1	\$99.00	\$99.00
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 61 To 120 Miles*	Client Hour	2	\$61.88	\$61.88
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 61 To 120 Miles*	Client Hour	3	\$49.50	\$49.50
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 121 To 150 Miles*	Client Hour	1	\$110.00	\$110.00
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 121 To 150 Miles*	Client Hour	2	\$68.75	\$68.75
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of 121 To 150 Miles*	Client Hour	3	\$55.00	\$55.00
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of More Than 150 Miles*	Client Hour	1	\$143.00	\$143.00
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of More Than 150 Miles*	Client Hour	2	\$89.38	\$89.38
SPT	Speech Therapy/Early Intervention - Service Delivery Requiring Travel Of More Than 150 Miles*	Client Hour	3	\$71.50	\$71.50
SPE	Speech Therapy Evaluation - <= 2 Hours Of Therapist's Time Including Travel	Evaluation	1	\$117.00	\$117.00
SPE	Speech Therapy Evaluation - <= 2 Hours Of Therapist's Time Including Travel	Evaluation	2	\$73.13	\$73.13
SPE	Speech Therapy Evaluation - <= 2 Hours Of Therapist's Time Including Travel	Evaluation	3	\$58.50	\$58.50
SPE	Speech Therapy Evaluation - 2 - 3 Hours Of Therapist's Time Including Travel	Evaluation	1	\$150.00	\$150.00
SPE	Speech Therapy Evaluation - 2 - 3 Hours Of Therapist's Time Including Travel	Evaluation	2	\$93.75	\$93.75
SPE	Speech Therapy Evaluation - 2 - 3 Hours Of Therapist's Time Including Travel	Evaluation	3	\$75.00	\$75.00

**Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3D - Professional Services**

Service Code	Description	Unit of Service	Multiple Clients	Benchmark Rate	Adopted Rate
SPE	Speech Therapy Evaluation - 3 - 4 Hours Of Therapist's Time Including Travel	Evaluation	1	\$220.00	\$220.00
SPE	Speech Therapy Evaluation - 3 - 4 Hours Of Therapist's Time Including Travel	Evaluation	2	\$137.50	\$137.50
SPE	Speech Therapy Evaluation - 3 - 4 Hours Of Therapist's Time Including Travel	Evaluation	3	\$110.00	\$110.00
SPE	Speech Therapy Evaluation - 4 - 6 Hours Of Therapist's Time Including Travel	Evaluation	1	\$350.00	\$350.00
SPE	Speech Therapy Evaluation - 4 - 6 Hours Of Therapist's Time Including Travel	Evaluation	2	\$218.75	\$218.75
SPE	Speech Therapy Evaluation - 4 - 6 Hours Of Therapist's Time Including Travel	Evaluation	3	\$175.00	\$175.00

*NOTE: The rate is calculated per client in relation to the mileage distance from the Therapist's office to the location of the therapy appointment. If a therapist does not maintain office space, the distance is calculated from his/her home to the location of the therapy appointment. The one-way travel mileage to the appointment is used to determine the rate.

**Arizona Department of Economic Security, Division of Developmental Disabilities
Schedule 3.2: Benchmark and Adopted Rates
Sub-Schedule 3E - Transportation Services**

Rates

1. Separate urban and rural rates and procedure codes are established for transportation services. Except for "Flat Trip Rate for Regularly Scheduled Daily Transportation," urban transports are those that originate within the Phoenix and Tucson metropolitan areas. All other transports that are not "Flat Trip Rate for Regularly Scheduled Daily Transportation" are defined as rural.

2. The "Flat Trip Rate for Regularly Scheduled Daily Transportation" rate can only be used, and shall be the only rate used, for transportation of a consumer to a day treatment program by a Qualified Vendor that is not an independent provider.

3. Separate urban and rural rates are established for the "Flat Trip Rate for Regularly Scheduled Daily Transportation." The Qualified Vendor shall bill the Division the rural rate only after it receives authorization from the DDD Program Administrator/Manager or designee. The general guideline for authorizing the rural "Flat Trip Rate for Regularly Scheduled Daily Transportation" rate for rural areas is that the potential Day Treatment and Training client base of the program size has fewer than 20 consumers in a 40 mile radius.

Unit of Service

1. One unit of service equals one trip per person one way, one mile of traveled distance, or 30 minutes of waiting time.

2. Mileage reimbursement is limited to loaded mileage. Loaded mileage is the distance traveled, measured in statute miles, while a consumer is on board and being transported.

Service Code	Description	Urban / Rural	Unit of Service	Benchmark Rate	Adopted Rate
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AHCCCS Non-Emergency Ground Transportation Services FFS Rates

TRO	Ambulatory van	Urban	Base rate	\$6.69	\$6.69
TRO	Ambulatory van	Rural	Base rate	\$7.69	\$7.69
TRO	Ambulatory van	Urban	Per mile	\$1.15	\$1.15
TRO	Ambulatory van	Rural	Per mile	\$1.34	\$1.34
TRO	Wheelchair van	Urban	Base rate	\$13.94	\$13.94
TRO	Wheelchair van	Rural	Base rate	\$16.03	\$16.03
TRO	Wheelchair van	Urban	Per mile	\$1.05	\$1.05
TRO	Wheelchair van	Rural	Per mile	\$1.20	\$1.20
TRO	Stretcher van	Urban	Base rate	\$44.59	\$44.59
TRO	Stretcher van	Rural	Base rate	\$51.28	\$51.28
TRO	Stretcher van	Urban	Per mile	\$2.10	\$2.10
TRO	Stretcher van	Rural	Per mile	\$2.42	\$2.42
TRO	Taxicab	Urban	Base rate	\$1.11	\$1.11
TRO	Taxicab	Rural	Base rate	\$1.11	\$1.11
TRO	Taxicab	Urban	Per mile	\$1.05	\$1.05
TRO	Taxicab	Rural	Per mile	\$1.05	\$1.05
TRO	Transportation Waiting Time	Urban	30 minutes	\$4.85	\$4.85
TRO	Transportation Waiting Time	Rural	30 minutes	\$4.85	\$4.85

**Arizona Department of Economic Security, Division of Developmental Disabilities
 Schedule 3.2: Benchmark and Adopted Rates
 Sub-Schedule 3E - Transportation Services**

Service Code	Description	Urban / Rural	Unit of Service	Benchmark Rate	Adopted Rate
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Other Transportation Services

TRA	Flat Trip Rate for Regularly Scheduled Daily Transportation	Urban	Per Trip	\$8.00	\$8.00
TRA	Flat Trip Rate for Regularly Scheduled Daily Transportation	Rural	Per Trip	\$10.67	\$10.67
TRO	Transportation Aide for non-Regularly Scheduled Daily Transportation ONLY	Both	Client Hour	Minimum Wage*	Minimum Wage*

* As of June 10, 2003, the federal minimum wage for covered nonexempt employees is \$5.15 an hour.

The element of the schedule is either new or was changed from the May 2, 2003 release

**Arizona Department of Economic Security, Division of Developmental Disabilities
 Schedule 3.2: Benchmark and Adopted Rates
 Sub-Schedule 3F - Other Services**

Unit of Service

1. The basis of payment for this service is an hourly unit of direct service time. Direct service time is the period of time spent with or on behalf of the consumer and verified by the consumer. When billing, the Qualified Vendor should round its direct service time to the nearest 15-minute increment, as illustrated in the examples below:
- If services were provided for 65 minutes, bill for 1 hour.
 - If services were provided for 68 minutes, bill for 1.25 hour.
 - If services were provided for 50 minutes, bill for .75 hour.
2. In no event will more than three consumers receive the same service with a single direct service staff person at the same time.

Service Code	Description	Unit of Service	Multiple Clients	Benchmark Rate	Adopted Rate
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Habilitation, Music

HAH	Habilitation, Music	Client Hour	1	\$35.28	\$35.28
HAH	Habilitation, Music	Client Hour	2	\$22.05	\$22.05
HAH	Habilitation, Music	Client Hour	3	\$17.64	\$17.64