QRTIPS
Health Care Agency • Behavorial Health Services • CYS Quality, Review & Training

November 2005

Billing for groups when there is more than one therapist.

1. The process of entering the group time on an ED is done the same way regardless of the number of therapists involved:

- The group time, the number of therapists involved, and the total number of members in the group is entered on each ED.

2. When more than one therapist facilitates the group, typically the therapists have divided the notes and each written half of them. This works well following these simple rules:

-Each therapist puts himself/herself as the "Primary" on the notes s/he writes (each therapist will get full credit for the actual group time).

-As each therapist completes an ED s/he enters the documentation time for that particular note (s/he will get full credit for the time s/he spent documenting the note; the co-therapist, the one who does not write the note, does not get documentation credit.

3. When there is travel time involved

-Each therapist divides his/her travel time by the number of clients s/he is charting (***not*** the total number in the group).

-Each therapist's divided travel time is entered on each ED completed by that therapist (after entering all of his/her EDs each therapist will have credit for his/her total travel time).

Example: 2 therapist, 6 clients, 60 min group

oTherapist #1: doc times = 9 min, 6 min, & 11 min (for 3 clients). Travel time = 30 min (i.e. 10 min/client)

oTherapist #1 will bill her first client entering 60 min for the session time (IRIS will break it out), 9 min. for doc time; & 10 min for travel time. The bill for second client is 60 min (service), 6 min (doc.), 10 min (travel); and the bill for third client is 60 min (service), 11 min (doc.), and 10 min (travel).

oTherapist #2: doc times = 10 min, 10 min, & 8 min (for 3 clients).Travel time = 30 min (i.e. 10 min/client).