

The Crime Victim Compensation Board

First Judicial District
Jefferson and Gilpin Counties
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MEMO

To: Mental Health Providers
Date: 04/28/2023
Subject: Increase in sessions &
Fee schedule

Dear Mental Health Provider,

The Crime Victim Compensation Board met recently to discuss changes in policy and procedure. Based on a new grant cycle and corresponding increased funding, the board reviewed our current financial situation and expanded CVC policy accordingly.

The Board made the following changes to their mental health procedures:

- **The Board has increased the number of sessions available for primary victims:** The number of sessions will continue to be based on the severity of crime and victim issues presented in the therapist's treatment plan. However, the Board will now initially approve up to 40 sessions. Extension requests will be accepted and should illustrate the need for additional sessions. The Board can approve up to 15 sessions per extension request. (This increases the total number of MH sessions available to a primary victim from 46 to 55, effective 5/1/23)
- **The Board has increased the number of sessions available for secondary victims:** Secondary victims are defined as parents, children, siblings, guardians, dependents, and persons of intimate or domestic relationships. A secondary victim may also be any person who attempted to assist or assisted a primary victim. This includes witnesses who heard, saw, or were present during a criminal incident committed against another individual. Secondary victims will be granted a maximum of 25 sessions and are not eligible for an extension. (This is an increase of 5 additional MH sessions available to secondary victims, effective 5/1/23).
- **The Board has increased the number of sessions available for secondary victims of homicide/death cases:** The Board will award mental health sessions to secondary victims of this type of crime with the same criteria they award primary victims. The

Board will now initially approve up to 40 sessions. Extension requests will be accepted and should illustrate the need for additional sessions. The Board can approve up to 15 sessions per extension request. (This increases the total number of MH sessions available to a primary victim from 46 to 55, effective 5/1/23)

- **The Board has also approved an increase in payment/session fees based on the licensure of the mental health provider and is as follows:**

- **Licensed Psychologist** - \$150/session
- **State licensed mental health professional** - \$130/session (to include LPC, LCSW, LMFT, NCC and non-Psychologist PhD)
- **A mental health professional who is supervised directly by a licensed mental health professional** -\$100/session.
- **Non-licensed therapists working without a licensed supervisor** will not be compensable through CVC funds.
- **PLEASE NOTE:** The new payment/session fees will be in effect for sessions on or after **5/1/23**. Please update your invoices accordingly.

With these changes and other minor policy changes our mental health provider guidelines have been updated and will be sent out with updated treatment plan forms within the next week.

We appreciate your dedication to crime victims and value your partnership. Feel free to call or email - we welcome any questions you may have.

Best Regards,

Valarie Van Kam

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FAQs for MH Providers

Effective 5/1/2023

1. I have a current victim that has been approved for therapy, do I need to submit an updated MH Tx plan?

No. If your MH Treatment plan has already been approved by the Board, you do not need to complete a new one. Only future treatment plans will need to be on the updated forms.

2. Will the increase in sessions be automatic for current claims?

No. The increase in sessions is not automatic. Once you have used all the currently approved MH sessions, you will need to submit an extension request for additional sessions.

Example 1: Primary Victim: Currently approved for 36 sessions. You want to complete an extension request for more sessions – you can either submit an extension request for the 15 allowed under the new extension request policy OR you could request the 4 additional sessions (from original approval) + the 15 extension requests to equal 19 (or any variation number of sessions up to the 19 total) Maximum sessions for primary victim will be 55.

Example 2: Secondary Victim: Currently approved for 20 sessions. The new policy allows up to 25. You may either submit an extension request for the additional 5 MH sessions or write a letter to the Board requesting the additional 5 sessions. Maximum for secondary is 25.

Example 3: Secondary Victim on a homicide case: If you have an immediate family member of a deceased victim related to homicide, vehicular homicide, or careless with death, you may request up to 40 MH sessions as you would a primary victim. The victim's family member would also be eligible for an extension request if needed.

3. What happens if I send in a treatment plan after 6/1/23 that is on an old (outdated) form?

CVC staff review each MH Tx Plan that is submitted. If you have submitted a treatment plan on an older form after 6/1/23, it will be returned to you with a copy of our updated treatment plan to complete and return. Please note this may slow down the timeframe that the treatment plan is reviewed by the CVC Board.

4. Has anything changed with group session payments?

No. Group sessions remain at \$40/session.

5. Are MH providers on all CVC claims/claimants entitled to the fee schedule increase as of 5/1/23?

Yes, both MH providers on previous claims that have already been approved by the CVC Board and new claims are entitled to the new rates as of 5/1/23.



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6. Do I need to submit a separate invoice for sessions before 5/1/23 and another for after 5/1/23, or can I submit them on same invoice?

You can submit on the same invoice or separately. Whichever is easiest for your billing process. However, make sure to have the allowable fees correct on the invoice. If the fees are incorrect, the invoice may be returned to you for corrections. Please note this may cause delays in receiving CVC payment.

7. Do I need to submit a new therapist questionnaire?

Only upon request from CVC staff or if any of your contact information, agency information, licensure, etc. have changed in the past 2 years, you will need to submit an updated therapist questionnaire. If you are unsure if you need to complete an updated therapist questionnaire, please don't hesitate to ask.

8. When are MH invoices due?

The due date for invoices has not changed. **The cut-off is 5pm on the 1st of each month.** If the 1st falls on a weekend, then it will be 5pm on the next business day. If completed invoices are received by the cut-off date/time, they will be processed for payment that same month.

* Please refer to the MH provider packet for details on what constitutes a completed invoice.

Example: bills received by 5pm on June 1st, will be paid in June on our monthly board date, June 14, 2023. Please remember that our CVC Board will only issue checks once a month on the board date (2nd Wednesday of each month).

Example: bills received after the cut-off date/time, will be processed for payment the following month. Bill received on 6/2/23 will be processed for payment with the July board date, 7/12/23.

9. What if I charge more than the CVC rate?

Your invoice may have a higher billable rate, but you will only be paid at the rates established by the CVC Board. The CVC Board strongly encourages you to accept the new payment fees as payment in full. If you do not accept CVC rates as payment in full, it is your responsibility to notify the victim/claimant that the additional amount owed is their responsibility.

10. When are CVC Board meetings?

CVC Board meetings in the First Judicial District are held on the 2nd Wednesday of each month. (Unless the scheduled Wednesday falls on a holiday, if questions please review the Board date calendar on our DA website: <https://firstda.co/victim-support/victim-compensation/>)



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11. What is the deadline for submitting treatment plans and extension requests to the CVC Board?

Completed treatment plans that are received in our office by the first of the month are reviewed by the Board that same month. Any treatment plan received after the first of the month may be reviewed by the Board the following month.

12. When will I hear back regarding a decision on my treatment plan or extension request?

Board decisions are sent to the claimant and the provider by e-mail or mail (if no e-mail provided) within 10 days of the board date.

13. How soon will I be paid after the CVC board date?

CVC is required to send checks out in the mail within 10 days of the board date. With the Board date being on a Wednesday, checks are typically mailed out by the following Wednesday. (Holidays may interfere with the timing of the mail).

14. Does CVC send out a 1099 form for tax purposes?

No. CVC makes payments on behalf of victims of crime and does not provide a 1099 form to providers.

15. Are electronic signatures accepted on treatment plans and extension requests?

Yes, this CVC program will accept "true" digital signatures. They cannot just be typed, they must be either through an electronic signature program (DocuSign, Sign Now, etc. or have time/date/IP address stamped with the signature). * PDF forms with digital signature blocks are available on request.

16. Will I be put on a CVC referral list that is given to crime victims?

The CVC Board determined it is a conflict of interest for CVC staff to provide direct referrals to crime victims. What we can do: Once you have been approved to work with CVC claimants in the First Judicial District, you can be added to a list of approved providers. That list is disbursed to our law enforcement, non-profit and district attorney victim advocates every quarter. Our advocate partners provide therapist referrals to crime victims. You may also reach out to our law enforcement, non-profit, and district attorney advocates directly and ask to be added to their list of referrals.