

ATTACHMENT AA
SCOPE OF WORK
SERVICES TO FAMILY MEMBERS

Providers agree to provide services to a family member or legal dependent of an applicant/eligible client of the Vocational Rehabilitation Division (Division). Services may include, but are not limited to:

- Attendant care,
- Child care,
- Elder care.

The purpose of the service is to facilitate program participation of eligible clients to achieve employment.

Referrals -

Accepted referrals for service will result in scheduled service delivery no more than ten (10) business days from date of referral. Any extenuating circumstances preventing the referred service by the provider will be documented in writing, or email, and communicated and by telephone by the provider to the referring counselor/Agency within five (5) business days.

Invoicing –

All services must be pre-authorized by the Division according to an established fee schedule or best negotiated price. Providers will not bill the Division or the participant when no service has been provided. All services must be pre-authorized by the Division according to an established fee schedule, formal quote or best negotiated price. Invoices must be submitted within fifteen (15) business days of the provided service with a written report. Services provided without prior authorization will not be paid by the Division. Payment may be delayed if the invoice is not submitted correctly, and/or the required reports are not submitted; providers will not be paid for claims submitted after 90 days from the date of the service.

Licensure and Credentials –

Providers, both in state and out of state, must provide evidence of a Nevada State Business License in good standing with the State of Nevada Secretary of State's office. The individual/provider providing the services to family members must be qualified in their discipline per their accreditation, licensure, insurance, and must meet State of Nevada requirements for professional standards, and certification. Out of state providers must be licensed and qualified in their discipline per their accreditation and licensure in the state that the service is provided. The State of Nevada will not utilize the services of any non-licensed provider.