

## EXIT EXAM

### Family Preservation Services – Billing & Payment Module

Name \_\_\_\_\_

Date \_\_\_\_\_

1. The Monthly Status Report serves the following purposes. (Choose all that apply.)
  - A. Includes the billing for the month of service just completed.
  - B. Documents and bills for any concrete services provided.
  - C. Documents time spent in service delivery by both the FPS therapist and any paraprofessional staff involved.
  - D. Includes billing for time spent on the phone with the family.
  - E. Provides a monthly report to the social worker on service activities and goal progress.
  - F. Includes billing of case-related activities outside of direct contract with the family.
  - G. Includes billing of time spent on paperwork.
  - H. Documents time spent in travel status.
  
2. Time spent developing the service plan is counted as direct service counseling time, because it is developed in collaboration with the family.  
TRUE            FALSE
  
3. The scoring of the NCFAS is billed as paperwork.  
TRUE            FALSE
  
4. Over the life of the intervention, time billed for case-related activities may exceed the time spent in direct contact with the family.  
TRUE            FALSE
  
5. Except when family members are present and some direct services are provided, time spent by the therapist in meetings or in court should be billed as: (Choose 1.)
  - A. Paperwork
  - B. Direct counseling time
  - C. Case-related activities
  - D. Travel time
  - E. Paraprofessional services
  
6. Travel reimbursement includes: (Choose all that apply.)
  - A. Your travel from your work station to the client's home.
  - B. Your time spent waiting for a client if they are late, or if you have driven them to an appointment.
  - C. Added time due to heavy traffic or weather-related conditions.
  - D. Travel time between your home and your agency's office.

7. Paraprofessional services are billed at one third the rate of professional services.  
TRUE FALSE
8. The two parts of the Monthly Status Report are the Narrative Section and the Financial Reconciliation Section.  
TRUE FALSE
9. The following items are to be submitted to the Fiduciary Specialist by the 10<sup>th</sup> of each month: (Choose all that apply.)
- A. The completed Monthly Status Report
  - B. Original receipts for any concrete goods/services
  - C. Your case notes
  - D. Monthly NCFAS updates
  - E. For the first report, the signed referral form
  - F. For the last report, the Exit Summary
10. Because the narrative section includes information of importance to the social worker, your agency may want you to submit a copy of the Monthly Status Report directly to the social worker, as well as the Fiduciary,  
TRUE FALSE