

The Care Navigator  
SB 11-083 Fee Schedule

Category	Description of Activities	Pamela Wilson	Client Specialist	Client Care	Admin Staff
1	<b><i>Client Care, Communication and Coordination</i></b>				
	Meetings, appointments and contact with clients, family members, physicians or medical providers, community staff, caregiving agencies and services, attorneys, banks, realtors, financial planners, mortuaries, estate sale services, home maintenance and other vendors or service personnel	\$125	\$110	\$95	\$80
	Obtaining physician orders for services and medications, coordinating orders with community staff, maintaining and updating medication and treatment lists				
	Preparation and submission of forms relating to legal matters				
	Attend and participate in court hearings				
	Client assessments, reports and recommendations				
	Financial reporting including annual income tax preparation, conservator reports, special reporting				
	Applications and claims submission for health insurance, long term care insurance, prescription drug coverage, Medicare, Medicaid, SSI, etc.				
2	<b><i>Client Documentation, Coordination and Review</i></b>				
	Bank account reconciliation and reporting	\$100	\$90	\$80	\$70
	Review and update of internal client care plans and related documents				
	Preparation and updates to service provider client care plans, reviewing client documentation, logs, planning and preparation for meetings, care conferences etc.				
	Reviewing and documenting information from reports received from physician offices, medical providers and caregiving agencies including analysis and summaries for client care				
	Client organization, goals, planning, budgeting, document review, progress notes				
	Preparing client documentation for caregiving agencies and service providers to ensure client care				
	Coordinate moving, home sales, estate sales				
3	<b><i>Client Administrative</i></b>				

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	Routine bill paying	\$65	\$65	\$65	\$65
	Scanning documents, file organization and purging, faxing				
	Banking deposits and withdrawals				
	Posting progress notes, reviewing receipts and documentation				
	Scheduling transportation, medical appointments, care plan meetings, community tours, etc.				
	Requesting medical and other records via telephone, completion of forms or electronic methods related to client care, ombudsman reports etc.				
<b>4</b>	<b><i>Travel Time</i></b>				
	Travel Time	\$50	\$50	\$50	\$50
	Shopping for/with client (personal needs, gift cards etc.)				
	Post office, trips to service providers, related client errands				
<b>5</b>	<b><i>Emergency</i></b>				
	Response to emergency medical issues on weekends and holidays	\$140		\$100	\$95
	<b><i>Mileage</i></b>	\$.60/mile		\$.60/mile	\$.60/mile