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Date: November 24, 2009

DQA Memo 09-048

To: Certified Mental Health and Substance Abuse Services Providers

CMHA 12

From: Crenear Mims, Director
Bureau of Health Services

Via: Otis Woods, Administrator
Division of Quality Assurance

**Notice of Change in Certification Fees for
Mental Health and Substance Abuse Services Providers**

This memorandum announces changes in the annual certification fees for mental health and community substance abuse programs and services.

The Department of Health Services is required by Wis. Stat. § 51.04 to annually charge a fee for each certification of mental health and community substance abuse programs and services by the Department’s Behavioral Health Certification Section (BHCS). These fees have been unchanged since 1992.

The annual fees will increase with each program or service on a certificate; the fees will no longer be capped at \$750 per year. Branch Offices ([see policy attached](#)) are hereafter classified as:

- Tier 1 - providing 20 or fewer service hours per week, and for which fees remain \$200 per year.
- Tier 2 - providing more than 20 service hours per week, for which fees will be \$500 per year.

Programs or Services	Former Fee	Increase Amount	Revised Fee	Branch Offices
1	\$350	\$200	\$550	Tier 1---\$200
2	\$500	\$300	\$800	Tier 2---\$500
3	\$600	\$400	\$1,000	
4	\$675	\$500	\$1,175	
5	\$750	\$600	\$1,350	
6 or more			Add \$100 per certificate	
Telehealth	\$200	No Increase	\$200	per certificate
Community Support Program	\$350	\$200	\$550	Distinct Fee
Comprehensive Community Support (CCS)	\$350	\$200	\$550	Distinct Fee

The Department of Health Services will implement these revised annual certification fees on January 1, 2010. The fees will apply to regularly scheduled certification continuations and to new certification applications. Programs will receive the advance notice from the BHCS when certification continuations are due. That notice will reflect the new certification fees.

If you have any questions regarding certification fees or this memo, please contact Mark Hale, Chief, Behavioral Health Certification Section at Mark.Hale@dhs.wisconsin.gov.

cc: John Easterday, DMHSAS
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