

RATES

ADULT PROTECTIVE SERVICES

MENTAL CAPACITY EVALUATIONS

- \$500 per completed evaluation
- \$250 if an attempt is made and the client is unavailable

- Travel expenses:
 - Mileage – Reimbursed at the current state rate as defined by the Governor’s Finance Office (GFO) per mile. Mileage calculation begins at the providers official workstation or wherever the provider is starting from, whichever is less.
 - Per Diem Meals and Incidentals (M&IE) – M&IE will be reimbursed per the federal General Services Administration (GSA) rates if travel occurs beyond 50 miles one way of the providers official workstation within meal hours. Meal hours are defined as departing at or before 7:00 am for breakfast, departing at or before 11:00 am and returning to official workstation after 1:30 pm for lunch, and departing at or before 5:30 PM and returning to official workstation after 7:00 pm for dinner. GSA rates available at www.gsa.gov.
 - Airline Tickets - All flight reservations are to be made by the ADSD assigned Travel Clerk based upon the approved trip plan and following all division policies.
 - Travel Policy - The Contracts Unit or Program Manager must provide a copy of the ADSD Travel Policy to the service agreement provider, who has been approved to travel. All travel must be arranged by ADSD at the least expensive method of travel.