

Service Description Codes:

Service	Service Code	Fee
<p>In-person Interpretation Fees shall be charged from the beginning of the scheduled start time to the end of the interpretation time unless the interpreter is late (does not include the Workers' lunch and coffee breaks). Each 15 minute increment of interpretation shall be billed as 1 unit of service and shall be payable at \$10.69 per unit or \$42.76 per hour. A \$42.76 minimum billing shall apply.</p>	ITS01	\$10.69 per unit
<p>Telephone Interpretation Fees shall be charged from the beginning of the telephone call to the end of that same call. Each 15 minute increment of interpretation shall be billed as 1 unit of service and shall be payable at \$10.69 per unit or \$42.76 per hour. No minimum billing shall apply.</p>	ITS02	\$10.69 per unit
<p>Message Relay Interpretation services required to communicate a message with or from the Worker which includes obtaining the message, communicating the message to the intended party, and communicating the response (if required).</p>	ITS03	\$20.36
<p>Printed Material Interpretation Each word on the original document shall be billed as 1 unit of service and shall be payable at \$0.25 per unit.</p>	ITS04	\$0.25 per unit
<p>Mileage Travel must be pre-authorized by the Case Worker for out of town Services. Each kilometer of travel from the interpreters office to the location of translation shall be billed as 1 unit of service and shall be payable at the WCB staff rate.</p>	ITS05	WCB rate
<p>Worker Cancellations/No Shows – In Person Interpretation Scheduled in-person interpretation that is cancelled with less than 48 hours notice to the Contractor shall be billed as 1 unit of service and shall be payable at \$42.76 per unit.</p>	ITS06	\$42.76
<p>Worker Cancellations/No Shows – Telephone Interpretation Scheduled telephone interpretation that is cancelled with less than 24 hours notice to the Contractor shall be billed as 1 unit of service and shall be payable at \$10.69 per unit.</p>	ITS12	\$10.69
<p>Parking expenses Parking expenses shall be reimbursed when free parking is not provided at the site of service provision (must be substantiated by a receipt).</p>	ITS07	As per receipt
<p>Travel Time Travel must be pre-authorized by the Case Worker for out of town Services. Each 15 minute increment of travel time shall be billed as 1 unit of service and shall be payable at \$9.50 per unit or \$38.00 per hour.</p>	ITS08	\$9.50 per unit
<p>Breakfast Travel must be pre-authorized by the Case Worker for out of town Services. Breakfast expenses may only be invoiced when an interpreter is required as per the referral source between 6:00 AM through 7:30 AM. All meals shall be supported by receipts. Each qualifying breakfast shall be billed as 1 unit of service and shall be payable at the WCB staff rate.</p>	ITS09	WCB rate
<p>Lunch Travel must be pre-authorized by the Case Worker for out of town Services. Lunch expenses may only be invoiced when an interpreter is required as per the referral source between 11:30 AM through 1:00 PM. All meals shall be supported by receipts. Each qualifying lunch shall be billed as 1 unit of service and shall be payable at the WCB staff rate.</p>	ITS10	WCB rate
<p>Dinner Travel must be pre-authorized by the Case Worker for out of town Services. Dinner expenses may only be invoiced when an interpreter is required as per the referral source between 6:00 PM through 9:00 PM. All meals shall be supported by receipts. Each qualifying dinner shall be billed as 1 unit of service and shall be payable at the WCB staff rate.</p>	ITS11	WCB rate
<p>Non-Contracted Item or Service Authorization for services outside the Agreement must be pre-authorized by WCB Health Care Services</p>	NCIS	