

**DENVER CRIME VICTIM COMPENSATION BOARD**  
**201 W. Colfax, Dept. 801, Denver, CO 80202**  
**720-913-9253**

**POLICIES FOR REMIBURSEMENT**

The Board requires use of the attached treatment plan form - incomplete or handwritten treatment plans will be returned.

- The Board will only compensate a licensed therapist or a therapist who has a masters, or is in a masters program, in a clinical discipline such as counseling or social work, and is directly supervised by a licensed therapist.
- The Board will approve a maximum of **24 sessions for a primary victim**. If, toward the end of those sessions, the client and therapist feel it is necessary to request an extension, the therapist can contact Victim Compensation staff for more information.
- The Board determines who is considered a secondary victim. The Board will approve sessions for secondary victims based on variables including, but not limited to; the relationship of the claimant to the primary victim, the nature of the crime and the information provided in police reports and the treatment plan .
- The Board will pay for **only one, one hour session of therapy per week unless other arrangements have been approved by the Board due to specific circumstances**.
- The Board will not pay for treatment for a child younger than three years old.
- The Board will reimburse at a rate not more than \$90.00 per individual session and \$45.00 per group session. Crime Victim Compensation is, by law, the payer of **last resort so any available insurance must be applied prior** to billing CVC.
- The Crime Victim Compensation Program is to be billed as services are provided. Bills and treatment plans must be submitted by the 23rd of the month in order to be paid the following month. There will be no exceptions.
- Once the CVC program has received the client's application for Crime Victim Compensation, **three therapy sessions** are pre-approved by CVC Board so the treatment plan can be completed. The three sessions are included as part of the total award.
- **If the Crime Victim Compensation Program does not receive a bill for a six-month period, the case will be closed without further notice.** Treatment cannot be resumed without contacting the CVC Program.

### **Limitations**

1. The Crime Victim Compensation Program will **only** pay for treatment related to the crime.
2. CVC does not pay for court-ordered treatment or substance abuse treatment.
3. CVC does not pay for the therapist to accompany the client to court or for consultation with employers, schools, Departments of Human Services, or others.
4. The Board does not pay for couples therapy, reunification or clarification sessions or any sessions that include the perpetrator.
5. The Board will only pay for therapy provided in a professional office, they will not pay for therapy provided in the victim's home.

Please address questions to the Crime Victim Compensation Program at 720-913-9253, or by email at [Victimcomp@denverda.org](mailto:Victimcomp@denverda.org). Thank you.

**CRIME VICTIM COMPENSATION  
COUNSELING PLAN  
SECOND JUDICIAL DISTRICT**

**Please read the following before completing the treatment plan.**

Before the Board can review a treatment plan, the victim (client) must submit a completed and signed application for Crime Victim Compensation. A separate treatment plan must be submitted for each individual being treated. Approval of initial sessions or submission of this form does not guarantee payment for continued treatment.

The Board considers crime victim therapy to be an area of specialization within the mental health field. The Board urges therapists to consider whether they have the training and education to provide therapy, accurate information and support to victims of crime.

**Hand written treatment plans will not be accepted and will be returned without being reviewed by the Board.** (For your convenience, you may reconstruct this document on your computer or email [Victimcomp@denverda.org](mailto:Victimcomp@denverda.org) to request an electronic copy of this form.)

**Client information:**

Client: \_\_\_\_\_ CVC case #: \_\_\_\_\_  
Parent/Guardian: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Nature of crime: \_\_\_\_\_ Date of crime: \_\_\_\_\_

**Therapist information:**

Therapist name: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_  
Credentials: \_\_\_\_\_

License Number: \_\_\_\_\_  
If not licensed, **level and field of education:** \_\_\_\_\_

If not licensed, **Supervisor's information** is required as follows:

Supervisor's License Number: \_\_\_\_\_  
Supervisor's degree/level of education \_\_\_\_\_  
Hours per month of supervision provided \_\_\_\_\_  
Supervisor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Name of individual or agency to whom payment should be made.

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**Handwritten treatment plans will be returned without being reviewed by the Board.**

**Treatment Planning:**

1. Behavioral and emotional symptoms displayed by the crime victim.
2. What are the client's reasons for seeking services?
3. Treatment goals related to the crime and specific to this client.
4. Are there pre-existing issues that will affect treatment?

**Treatment modalities:**

1. Discuss the specific treatment modalities used to achieve the goals.
2. Describe any issues that may affect the length of treatment or its effectiveness.

**Estimated length of treatment:**

Date client entered therapy: \_\_\_\_\_ # of sessions to date: \_\_\_\_\_  
Requested # of individual session: \_\_\_\_\_  
Requested # of family sessions: \_\_\_\_\_  
Requested # of group sessions: \_\_\_\_\_ Anticipate termination date: \_\_\_\_\_

If the treatment needs of this client exceed the limits of the Crime Victim Compensation Program, what is your plan to transition this client to other treatment?

**Insurance information:**

All bills must be submitted to the victim's **insurance** company or other third party payer prior to being submitted to the Board. The Board will only approve that amount for which the victim is directly responsible.

**Does the client have mental health coverage included with insurances?**

Yes \_\_\_\_\_ No \_\_\_\_\_

**Are you a provider for this insurance carrier?** Yes \_\_\_\_\_ No \_\_\_\_\_

**If so, have you billed insurance?** Yes \_\_\_\_\_ No \_\_\_\_\_

Insurance company name: \_\_\_\_\_

Insurance coverage: (deductible, percentage, mental health coverage)

Total amount requested: \_\_\_\_\_

**Attention therapist:** The CVC Board does not recommend specific providers, but may also be able to assist if an evaluation for medication is indicated.

**Signatures section**

**Claimant or parent/ guardian and therapist must sign this form**

Submission of the treatment plan **does not guarantee payment**. Victim Compensation does not pay **for missed appointments**.

The Crime Victim Compensation program only pays for treatment related to the crime. CVC does not pay for court-ordered treatment or substance abuse treatment. CVC does not pay for the therapist to accompany the client to court, or for consultation with employers, schools, Departments of Human Services or others. The Board does not pay for couples therapy or therapy that includes the perpetrator. The Board will only pay for therapy provided in a professional office and will not pay for therapy provided in the victim's home.

**I hereby attest that the information contained herein is correct to the best of my knowledge and belief, and all treatment for which I am requesting payment through the Crime Victim Compensation Program is related to the criminal incident under which my client's claim was approved.**

Therapist's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's signature, (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

Client/parent or guardian signature \_\_\_\_\_ Date: \_\_\_\_\_

For your information, some of our files and criminal justice records may be subpoenaed for court proceedings.

**Please return to:**

**Crime Victim Compensation  
201 W. Colfax. Dept. 801  
Denver, CO 80202  
720-913-9253  
720-913-9035 (Fax)**

Please send bills to the above address as services are provided.

06/10/14