

EDUCATIONAL (CONTRACT) RATE SHEET:

A. Class Assignments: (Monday – Friday, 8:00 am - 4:00 pm)

Hourly rate applies:

Quality Assurance (QA):

QA 1 & 2 \$35.00

QA 3, BEI & National \$45.00

Recorded for Review QA 1 & 2 \$52.50

Recorded for Review QA 3, BEI, and Nat. \$67.50

NON INSTRUCTIONAL \$47.00 (2-hour minimum)

B. Classes which begin before 8:00 am or at/after 4:00 pm will be billed at time and half of the appropriate hourly rate.

C. Interpreter fees shall be calculated to and from point of origin.

D. In the event commercial transportation is used, it shall be paid on the actual cost basis; otherwise, the sum of current **Federal Guidelines per mile to and from point of origin will be paid. (current **Federal Guidelines**, Rate on 1/1/24: .70/mi.)**

E. When applicable, reimbursement for out-of-pocket expenses necessarily incurred in the performance of services upon submission of itemized cost and/or receipts.

F. Billing will be done on completion of services or at End of Month services were incurred.

G. One interpreter is sufficient for:

Assignments of 2 hours or less.

Assignments that offer adequate rest periods and do not require continuous interpreting.

H. Two or more interpreters will be required for:

Platform assignments over one hour or Assignments over 2 hours.

Assignments requiring more than one method of communication.

Assignments with deaf consumers in two or more physical locations.

Video interpreting assignments over 1 hour.

CANCELLATION POLICIES:

NO CHARGE: At least 1 FULL business day prior to scheduled assignment.

FULL CHARGE: Within 1 FULL business day of scheduled assignment.

- de l'Epée Deaf Center is not responsible for 'No Show' by either hearing or Deaf client.
- de l'Epée Deaf Center reserves the right to discretion regarding cancellation.

If assignment finishes early customer will be billed for the amount of time contracted. If assignment is extended beyond scheduled time, customer will be billed for the additional hours or portion thereof.

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