



**Des Moines Valley Health and Human Services
Fee Schedule**

ATTACHMENT D

Admin Policy # DV2300
Board Approved 12/12/2024 Effective: 01/01/2025

CHILDREN'S SERVICES		
Adoption Home Studies	\$3,000.00	Excludes currently licensed foster care providers
Custody Studies	\$3,000.00	per study (see policy)
Out of Home Placements	see policy	Fee assessed based on income (see policy)
Supervised Visitation	\$15.00	per hour (see policy)
Supervised Visit (No Show)	\$30.00	per visit (see policy)
ADULT SERVICES		
Day Training and Habilitation		
Supported Employment	actual cost	<i>This applies only to individuals NOT on Medical Assistance</i>
Mental Health Holds	sliding fee scale	Sliding fee scale based on income (see policy) (MN Statute 245.481)
Social Service Fee Schedule	see policy	
LICENSING - MN Statute 245A.10		
Corporate Adult Foster Care		
Initial	\$500.00	
Relicensing Fee	\$1,000.00	2 year relicensing
Corporate Child Foster Care		
Initial	\$500.00	
Relicensing Fee	\$1,000.00	2 year relicensing
Corporate Adult & Child Foster Care - Dually Licensed		
Initial	\$750.00	
Relicensing Fee	\$1,500.00	2 year relicensing
Family Child Care	\$25.00	initial licensing
Relicensing Fee	\$100.00	2 year relicensing
Background Study Fee	actual cost	up to \$100.00 (MN Statute 245C.10)
Legal Non-Licensed Child Care	\$0.00	Initial Registration
Background Study Fee	\$50.00	at 2 year renewal (MN Statute 245C.10)
Subsequent Request to do LNL	\$50.00	per request
CHEMICAL USE FEES		
Detoxification	sliding fee scale	Sliding fee scale based on income (see policy) (MN Statute 393.12)
ADMINISTRATIVE		
<i>All two-sided copies count/charge as two (2) pages</i>		
Copy - (B/W or Color)100 pages or less (NOT data subject)	\$0.25	Per page if not part of services provided (MN Statute 13.03 Subdivision 3c)
Copy - B/W 10 pages or more (Data subject)	actual cost	N/C for property owner/subject for less than 10 pages; \$0.25/page plus \$0.25/minute for employee time to prepare copies (sort, label data, remove staples, take data to copier), and to make copies); plus mailing costs (MN Statute 13.03 Subdivision 3c)
Copy - B/W over 100 pages (NOT data subject)	actual cost	\$0.25/page plus \$0.25/minute for employee time to retrieve data (except for retrieval from off-site storage), time to prepare copies (sort, label data, remove staples, take data to copier), and to make copies); plus mailing costs (MN Statute 13.03 Subdivision 3c)
Copy - Color over 100 pages (NOT data subject)	actual cost	\$0.10/page plus \$0.25/minute for employee time to retrieve data (except for retrieval from off-site storage),time to prepare copies (sort, label data, remove staples, take data to copier), and to make copies); plus mailing costs (MN Statute 13.03 Subdivision 3c)
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Digital Media - CD/DVD/USB Thumb Drive	\$15.00	plus setup, if applicable
Emailed or Digital Download Documents-already in digital format	no charge	
Emailed or digital documents-scanned	actual cost	\$1.00/first page plus \$0.25/per additional page. No charge if part of service provided.
Fax-Incoming	actual cost	\$1.50/first page plus \$0.50/per additional page. No charge if part of service provided.
Fax-Outgoing (local or toll free)	actual cost	\$1.00/first page plus \$0.25/per additional page. No charge if part of service provided.
Fax-Outgoing (long distance)	actual cost	\$2.00/first page plus \$1.00/per additional page. No charge if part of service provided.
Notary	\$1.00	if not part of service provided
NSF Check	\$30.00	
Postage	actual cost	if not part of service provided