

## ***TUTORIAL SERVICES AND EDUCATION ASSISTANCE***

A tutor is a person charged with the instruction of a consumer, usually individually, in a particular subject or skill. The Department requires a tutor to have a bachelor's degree or a minimum of fifteen semester hours in the specific subject matter.

Turning pages, typing, securing reference materials, etc., will be termed "education assistance and/or aide" and the person performing the duties will be referred to as an "educational aide." No increase in hourly rate will be granted for collective tutoring and/or educational assistance. (For payment rates see Fee Schedule.)

An agreement (DVR 9) for either tutorial or educational assistance must be signed that also indicates that the vendor is responsible for submitting a monthly log of hours in which services were provided.