



Office Substance Abuse and Mental Health  
Arkansas Department of Human Services

**Peer Recovery Supervisor Payment Form**

1. Non-State employees who are Certified Peer Recovery Supervisors (PRS) apply for monthly payment.
2. PRS will submit payment to current Peer Certification Manager for the State of Arkansas no later than 3:00 pm on the 5<sup>th</sup> of each month.
3. **Roster for payment cannot include any peer that is employed at the Peer Supervisor's place of employment.**
4. No Supervisor may receive more than \$110 in supervisor payment each week.
  - a. Payment for one group facilitation @ \$50 per hour per week.
  - b. Payment for up to four (4) individual supervisor appointments @ \$15 per hour. Each with a cap of four (4) individual supervisor hours per week.

**Group Facilitation:**

Topic of Supervision	Date of Service	Time of Service	Location

**Individual Sessions:**

Name of Supervisee	Date of Service	Time of Service	Certification Level

Total Submitted Amount for Payment: \$ \_\_\_\_\_

Certification Manager Initials: \_\_\_\_\_

Is your Oak Tree cleared out up to date? ☐ Yes ☐ No

Supervisor Print Name: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_