



Legal
Services
Society

British Columbia
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5. Criminal Tariff Quick Reference — Frequently billed items

This is a quick reference guide only. For complete instructions, see the *Guide to Legal Aid Tariffs*.

COMMISSION DES INSTITUTIONS

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Secrétaire :

Tariff service provided (alphabetical listing)	Service date & am/pm req'd	Offence category				Important — Selected cautions
		I	II	III	IV	
		Tariff code & Tariff fee				
						Note: See tariff guide for complete caution instructions
Administration Fee		0221 \$40	0222 \$40	0223 \$40	0225 \$40	billable once per referral
Arraignment court process	✓	5824 \$40	5832 \$80	5849 \$113	5860 \$150	billable once per Information
Bail hearings	✓	1414 \$90	1428 \$125	1437 \$150	1445 \$175	billable once for all Informations on the same 1/2 day
Bail reviews in Supreme Court	✓	1601 \$200	1628 \$350	1636 \$400	1644 \$400	prior auth req'd from Appeals Division
Breaches of conditional sentences	✓	2732 \$150	2743 \$150	2755 \$150	2760 \$150	record original charge and Information # of breach
Early termination	✓	0117 \$50	0125 \$70	0133 \$90	0141 \$140	billable per information, unless client returns for more services
Fitness hearings	✓	1315 \$450	1323 \$450	1331 \$450	1349 \$450	covers all appearances up to the end of 1st 1/2 day
Fix date(s) in the Supreme Court	✓	n/a	1121 \$90	1137 \$90	1148 \$90	bill once per 1/2 day, all clients/indictment per courthouse
Guilty pleas	✓	0513 \$150	0521 \$200	0539 \$250	0547 \$300	billable once for all Informations on the same 1/2 day
Jury selection	✓	n/a	1162 \$180	1171 \$180	1182 \$180	billable per 1/2 day
Peace bonds — uncontested	✓	2651 \$120	2662 \$200	2673 \$200	2684 \$300	bill at the category rate of original offence
Pre-hearing applications	✓	2915 \$90	2923 \$140	2931 \$180	2949 \$180	procedural application — describe nature of the attendance
Preliminary hearings — first two 1/2 days	✓	n/a	0871 \$500	0887 \$600	0885 \$900	bill if evidence led, witnesses called, argument made, etc.
Preliminary hearings — subsequent 1/2 days	✓	n/a	0963 \$250	0976 \$300	0984 \$500	do not bill if an adjournment application is made
Preliminary hearing — FTA or change of counsel	✓	n/a	1064 \$150	1073 \$200	1081 \$300	appearance on scheduled date and the hrg doesn't proceed
Pre-trial conferences	✓	1211 \$90	1224 \$140	1239 \$180	1246 \$180	do not bill for fix dates or trial confirmation hearings
Resolution of multiple Informations/Indictments	✓	0705 \$60	0710 \$100	0715 \$100	0720 \$150	billable once for all informations on the same service date
Sentencing	✓	0612 \$80	0620 \$100	0638 \$125	0646 \$200	billable once for all Informations on the same 1/2 day
Stay at the hearing	✓	0257 \$180	0265 \$220	0273 \$270	0281 \$400	billable once, same 1/2 day for all counts on all Informations
Stay prior to the hearing	✓	0216 \$100	0224 \$150	0232 \$200	0242 \$250	billable once, same 1/2 day for all counts on all Informations
Travel — per 1/2 day; to or from hearing or to visit a client in custody	✓	2411 \$180	2422 \$180	2433 \$180	2444 \$180	authorization required; or one visit to client in custody without authorization
Travel — remaining out-of-office; for the purpose of a hearing	✓	2451 \$180	2462 \$180	2473 \$180	2484 \$180	authorization required; or one visit to client in custody without authorization
Trials — FTA or change of counsel	✓	1016 \$180	1024 \$220	1032 \$270	1048 \$450	appearance on scheduled date and the hrg doesn't proceed
Trials — first two 1/2 days — cat I, II, and III	✓	0810 \$500	0828 \$600	0836 \$800	n/a	bill if evidence led, witnesses called, argument made, etc.
Trials — subsequent 1/2 days — cat I, II, and III	✓	0949 \$300	0957 \$400	0943 \$500	n/a	do not bill if an adjournment application is made
Trials — category IV	✓	n/a	n/a	n/a	0844 \$700	billable per 1/2 day to a max of 10-1/2 days; if more, apply to SCAP
Visiting clients in custody	✓	2501 \$90	2502 \$90	2503 \$90	2504 \$90	billable once per referral
Waiving in	✓	2863 \$75	2871 \$75	2884 \$75	2899 \$75	bill once per guilty plea per jurisdiction (BC=jurisdiction)
YCJA — preparation for applications		2290 up to 5.0 hours	2291 up to 5.0 hours	2292 up to 5.0 hours	2293 up to 5.0 hours	covers applications for disposition services and reviews
YCJA — attendance at applications	✓	2295 actual time	2296 actual time	2297 actual time	2298 actual time	bill actual time. Covers attendance for disposition services and reviews

See reverse side for instructions



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Understanding the Criminal Tariff Quick Reference

Section	Explanation
Disclaimer	The quick reference is a summary of items billable, codes, fees, and selected cautions. It is for reference purposes only and is not the official guide. Refer to the Criminal Tariff section of the <i>Guide to Legal Aid Tariffs</i> for complete instructions. LSS will not be liable or responsible for damages of any kind arising out of the use of this reference.
Tariff service provided	This is an alphabetical list of frequently billed Criminal Tariff items. In some cases, services have been described slightly differently than they appear in the guide in order to make them easier to locate in this list.
Service date & am/pm req'd	When a "✓" appears in this column, you must record the date the service was provided on the billing form, along with whether it was am, pm, or both.
Offence category, Tariff code & fee	This section is subdivided into 4 columns: Offence categories I, II, III, and IV. Please refer to the Categories of Offences in the Criminal Tariff to determine which category applies to your billing. The first number in each box is the tariff code that you record on the billing form for services you have provided. Where "n/a" appears, the service is not billable for that category of offence. Beside the code is the billable fee.
Important — Selected cautions	Items in the tariff guide often have multiple "cautions." In this column, we highlight some of the more important cautions; however, these notes are not meant to exclude all other cautions. It is very important that you become familiar with all cautions before billing for services.

Opinion regarding the merits of an appeal (October 2005)

- Billable at the LSS hourly rate for preparing an opinion letter regarding the merit of appealing a court or tribunal decision.
- Record the actual time spent as specified in your time records.
- Please provide any materials you have to support your opinion.
- Fax the completed form to the LSS Appeals Section at 604-682-0956.

Category	Rate	Tariff code
I	Up to 2 hours	3511
II	Up to 2 hours	3512
III	Up to 2 hours	3513
IV	Up to 2 hours	3514

Cautions

- Bill this item if the Legal Services Society, Appeals Section asks you to provide an opinion or if you believe the appeal has merit and is likely to succeed.
- You may submit either a Criminal Appeal Opinion Letter Questionnaire or provide a letter that addresses the issues in the questionnaire. The opinion letter questionnaires are available at www.lss.bc.ca under Lawyers→Forms & questionnaires→Opinion letter questionnaires.

Strategic Case Assessment Program (SCAP) administration (December 2009)

- As a result of changes to the threshold for SCAP cases, this item is eliminated and cannot be billed on referrals with a date of assignment of December 1, 2009 or later.
- Billable once per referral to compensate for the time and effort associated with participation in the SCAP assessment process if LSS determines that the case will remain on the block fee tariff.

Category	Rate	Tariff code
I	\$75	0481
II	\$75	0482
III	\$75	0483
IV	n/a	n/a

Caution

- Bill this item only if you submitted a SCAP Case Management Questionnaire to the Manager, Legal Services and LSS determined that the case should not proceed within the Strategic Case Assessment Program.