

# Reasons for reduction in assessment of account

## Disallowance codes *(Amendments made 11 November 2016)*

Short code	Short code on claims screen	Description
20	20 Limit To Max Fee	Payment has been limited to the maximum or fixed fee detailed in the grant of aid.
21	21 Co Accused 50%	Payment for representation of co-accused limited to 50% preparation and court time fees. Only one mention fee is payable for each mention regardless of the number of co-accused.
22	22 Clerk Inst 50%	Where a clerk instructs in a criminal law matter 50% of the solicitor court time fee only is payable. Any travelling time associated with instructing is also reduced to 50%.
23	23 D L Mag Ct Mention	Mentions in Magistrates Court disallowed as a Duty Lawyer was in attendance and able to conduct the mention.
24	24 Mentions > 2	The number of mentions claimed exceed the amount allowed within the maximum fee. As we have received no information from you as to the reason for the additional mentions or the reasons provided are not satisfactory, we have reduced the account.
25	25 Conferences > 2	The number of conferences claimed exceed the amount allowed within the maximum fee. As we have received no information from you as to the reason for the additional conferences or the reasons provided are not satisfactory, we have reduced the account.
26	26 No Conf Sol Only	Conference fees are not claimable for a meeting between solicitor and client or witness/es only or solicitor and counsel only.
28	28 FDR Conf Time	Legal aid conference time paid in accordance with the time detailed on Chairperson's report.
29	29 Prior Aid Effectiv	Work performed or outlays incurred prior to date aid effective is not payable.
30	30 After Termination	Work completed after aid terminated or refused is not payable.

Short Code	Short Code On Claims Screen	Description
31	31 Int Acct Not Paid	Interim accounts are not payable. Please resubmit your invoice once all necessary work covered by the grant of aid has been completed.
32	32 Processing Error	An adjustment has been made to correct a payment error.
33	33 Previously Paid	Previously paid costs and/or disbursements deducted from amount paid.
34	34 Dis Waiting Time	Claim for waiting time is payable only where the time spent waiting at court after the commencement of proceedings exceeds 2 hours.
37	37 Prison Visit	Prison visit fee is not payable where client visit undertaken in the court/police cells or via video-link.
38	38 O/Lays No Approve	No prior approval to incur the outlay/s claimed.
39	39 Cllas No Commit	No further commitment available to pay the outlays claimed. (CLLAS)
40	40 Require Invoice/S	Payment of outlay/s disallowed pending receipt of relevant invoice/s.
42	42 Agents Fee	Agents fees are included in the maximum/fixed fee.
43	43 Balance Prep	Balance preparation has been disallowed as you did not prepare for trial / hearing.
44	44 Full Court Time	You have claimed a full day of court time but the matter was not before the court more than half a day or it was a sentence only. Only half a day of court time has been allowed.
45	45 Refer Corres	Refer to correspondence.
46	46 Audit Refund	Audit reimbursement required. Refer to Audit Report.
47	47 Multiple grants of aid	Payment has been disallowed or reduced in accordance with the multiple grants of aid policy.
48	48 Court time fee	Court time fee is not payable when the client fails to appear. Mention fee has been approved instead.
49	49 Mention fee reduced	Mention fee has been reduced to instructing rate as counsel also appeared at the mention.
50	50 Travel/Parking	Travel expenses/parking have been disallowed as travel/parking was not conducted in the most economical manner or was not approved. Please refer to the payment rules in the Grants Handbook.
51	51 Consent Order fee	Consent Order fee is not payable for preparation of a parenting plan.

NB 1. Codes appear in this table in much the same order as they will appear on the claims screen.  
2. Short code is exactly as it appears on the claims screen.