

F6.4 – FEE SCHEDULE AND SCHEDULE OF DISCOUNTS

Purpose

The purpose of this policy is to describe the Iowa HHS process for ensuring compliance (including SRs, and service sites) that charges are made for services to clients other than those from low-income families in accordance with a schedule of discounts based on ability to pay, except that charges to persons from families whose annual income exceeds 250 percent of the levels set forth in the most recent Poverty Guidelines issued pursuant to 42 U.S.C. 9902(2) are made in accordance with a schedule of fees designed to recover the reasonable cost of providing services. (42 CFR § 59.5(a)(8)).

The schedule of discounts should be updated annually in accordance with the federal poverty level (FPL).

The HRSA Health Center Program and the OPA Title X Program have unique sliding fee discount schedule (SFDS) program expectations, which include having differing upper limits. Title X agencies (or providers) that are integrated with or receive funding from the HRSA Health Center Program may have dual fee discount schedules: one schedule that ranges from 101% to 200% of the FPL for all health center services, and one schedule that ranges from 101% to 250% FPL for clients receiving only Title X family planning services directly related to preventing or achieving pregnancy, and as defined in their approved Title X project. (OPA PPN 2016-11).

Policy

- Services provided to individuals with family incomes between 101% and 250% of the FPL are based on individuals' ability to pay.
- Services provided to those above 250% FPL are charged fees designed to recover the reasonable cost of providing services.

Procedure

Iowa HHS will ensure that each SR complies with the following:

- Process for assessing and documenting client income and discounts, including the frequency with which clients are reassessed and what is counted toward family income.
- Process by which the schedule of discounts was established (i.e., the reasoning behind the increments between 100% and 250% of poverty).
- Process for informing clients about the availability of the SFDS.
- Process by which fees are determined to recover the reasonable cost of providing services.
- Process for how staff are notified about this policy and updated on changes to this policy.

Each SR will be required to show Iowa HHS how this process is completed and documented as part of the annual site visit.

Date Revised	September 2023
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References	<p>Title X Program Handbook, Section 3, Financial Accountability #3 https://opa.hhs.gov/sites/default/files/2022-08/title-x-program-handbook-july-2022-508-updated.pdf#page=22)</p> <p>2021 Title X Final Rule 42 CFR § 59.5(a)(8) https://www.ecfr.gov/current/title-42/chapter-I/subchapter-D/part-59-59.5)</p> <p>OPA Program Policy Notice 2016-11 https://opa.hhs.gov/grant-programs/title-x-service-grants/about-title-x-service-grants/program-policy-notices/opa-program-policy-notice-2016-11-integrating-with-primary-care-providers)</p>
Additional Resources	