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**IDAPA 16  
TITLE 07  
CHAPTER 01**

**16.07.01 - BEHAVIORAL HEALTH SLIDING FEE SCHEDULES**

**000. LEGAL AUTHORITY.**

Under Sections 16-2433, 19-2524, 20-520(i), 20-511A, and 39-3137, Idaho Code, the Director is authorized to promulgate, adopt, and enforce rules for the charging of fees for services provided by mental health and substance use disorders providers. Under Section 39-309, Idaho Code, the Board of Health and Welfare is authorized to promulgate, adopt, and enforce rules for the charging of fees for services provided by mental health and substance use disorders providers. (4-9-09)

**001. TITLE AND SCOPE.**

**01. Title.** The title of this chapter of rules is IDAPA 16.07.01, "Behavioral Health Sliding Fee Schedules." (4-9-09)

**02. Scope.** These rules provide the sliding fee schedules, based on federal poverty guidelines, and fee determination process for the adult mental health, children's mental health, and substance use disorders programs within the Department. This chapter of rules applies both to voluntary and court-ordered recipients. (4-9-09)

**002. WRITTEN INTERPRETATIONS.**

There are no written interpretations for these rules. (4-9-09)

**003. ADMINISTRATIVE APPEALS AND COMPLAINT PROCEDURE.**

Administrative appeals are governed by provisions of IDAPA 16.05.03, "Rules Governing Contested Case Proceedings and Declaratory Rulings." (4-9-09)

**004. INCORPORATION BY REFERENCE.**

No documents have been incorporated by reference in this chapter of rules. (4-9-09)

**005. OFFICE -- OFFICE HOURS -- MAILING ADDRESS -- STREET ADDRESS -- TELEPHONE NUMBER -- INTERNET WEB SITE.**

**01. Office Hours.** Office hours are 8 a.m. to 5 p.m., Mountain Time, Monday through Friday, except holidays designated by the State of Idaho. (4-9-09)

**02. Mailing Address.** The mailing address for the business office is Idaho Department of Health and Welfare, P.O. Box 83720, Boise, Idaho 83720-0036. (4-9-09)

**03. Street Address.** The business office of the Idaho Department of Health and Welfare is located at 450 West State Street, Boise, Idaho 83702. (4-9-09)

**04. Telephone.** The telephone number for the Idaho Department of Health and Welfare is (208) 334-5500. (4-9-09)

**05. Internet Web Site.** The Department's internet web site is found at <http://www.healthandwelfare.idaho.gov>. (4-9-09)

**006. CONFIDENTIALITY OF RECORDS AND PUBLIC RECORDS REQUESTS.**

**01. Confidential Records.** Any information about an individual covered by these rules and contained in the Department's records must comply with IDAPA 16.05.01, "Use and Disclosure of Department Records." (4-9-09)

**02. Public Records.** The Department will comply with Sections 9-337 through 9-350, Idaho Code, when requests for the examination and copying of public records are made. Unless otherwise exempted, all public

records in the custody of the Department are subject to disclosure. (4-9-09)

**007. -- 009. (RESERVED).**

**010. DEFINITIONS.**

For the purposes of this chapter, the following definitions apply. (4-9-09)

**01. Ability to Pay.** The financial capacity that is available to pay for the program services after allowable deductions in relation to gross income and family size exclusive of any liability of third party payor sources. (4-9-09)

**02. Adjusted Gross Income.** Total family annual income less allowable annual deductions. (4-9-09)

**03. Adult.** An individual 18 years of age or older. (4-9-09)

**04. Adult Mental Health Program.** A program administered by the Idaho Department of Health and Welfare to serve severely and persistently mentally ill adults. (4-9-09)

**05. Allowable Annual Deductions.** In determining the family's ability to pay for behavioral health services, the following are allowable annual deductions: (4-9-09)

**a.** Court-ordered obligations; (4-9-09)

**b.** Dependent support; (4-9-09)

**c.** Child care payments necessary for parental employment; (4-9-09)

**d.** Medical expenses. (4-9-09)

**e.** Transportation; (4-9-09)

**f.** Extraordinary rehabilitative expenses; and (4-9-09)

**g.** State and federal tax payments, including FICA taxes. (4-9-09)

**06. Behavioral Health Services.** Services offered by the Department to improve behavioral health issues or alcohol and substance use disorders. (4-9-09)

**07. Child.** An individual who is under the age of eighteen (18) years. (4-9-09)

**08. Children's Mental Health Program.** A program as defined in IDAPA 16.07.37, "Children's Mental Health Services," administered by the Idaho Department of Health and Welfare. (4-9-09)

**09. Client.** The recipient of services. The term "client" is synonymous with the terms: patient, participant, resident, consumer, or recipient of treatment. (4-9-09)

**10. Court-Ordered Obligations.** Financial payments which have been ordered by a court of law. (4-9-09)

**11. Court-Ordered Recipient.** A person receiving behavioral health services under Sections 19-2524, 20-520(i), and 20-511A, Idaho Code. (4-9-09)

**12. Department.** The Idaho Department of Health and Welfare. (4-9-09)

**13. Dependent Support.** An individual that is dependent on his family's income for over fifty percent (50%) of his financial support. (4-9-09)

**14. Extraordinary Rehabilitative Expenses.** Those payments incurred as a result of the disability needs of the person receiving services. They include annual costs for items including, but not limited to, wheelchairs, adaptive equipment, medication, treatment, or therapy which were not included in the medical payments deduction and the annual estimate of the cost of services received. (4-9-09)

**15. Family.** A family is an adult, or married adults, or adult(s) with children, living in a common residence. (4-9-09)

**16. Family Household.** Persons in a family related by blood, marriage, or adoption. Adult siblings who are not claimed as dependents and individuals receiving Supplemental Security Income (SSI) or Supplemental Security Disability Income (SSDI) are excluded from consideration as a member of the household for income and counting purposes. Income from minor siblings is excluded from household income. The term "family household" is synonymous with the term "family unit." (3-29-10)

**17. Federal Poverty Guidelines.** Guidelines issued annually by the Federal Department of Health and Human Services establishing the poverty income limits. The federal poverty guidelines for the current year may be found at: <http://aspe.hhs.gov/poverty/>. (4-9-09)

**18. Parent.** The person who, by birth or through adoption, is legally responsible for a child. (4-9-09)

**19. Recipient.** The person receiving services. The term "recipient" is synonymous with the terms: "patient," "participant," "resident," "consumer," or "client." (4-9-09)

**20. Sliding Fee Scale.** A scale used to determine an individual's financial obligation for services based on Federal Poverty Guidelines and the number of persons in the family household. (4-9-09)

**21. Substance Use Disorders Program.** A program administered by the Idaho Department of Health and Welfare to serve adolescents and adults with alcohol or substance use disorders. (4-9-09)

**22. Third-Party Payer.** A payer other than a person receiving services or a responsible party who is legally liable for all or part of the person's care. (4-9-09)

**011. -- 099. (RESERVED).**

**100. FINANCIAL RESPONSIBILITY OF PARENTS FOR CHILDREN'S MENTAL HEALTH SERVICES.**

Parents of children eligible for services under IDAPA 16.07.37, "Children's Mental Health Services," Section 407 who receive services either directly from the Department's Children's Mental Health program or through Department contracts with private providers are responsible for paying for services provided to their child and to their family. Financial responsibility of the child's parent(s) for each service not covered by third party liable resources or payments, including private insurance and Medicaid will be established in accordance with the child's parent(s) ability to pay as determined by the sliding fee scale in Section 300 of these rules. (4-9-09)

**101. -- 199. (RESERVED).**

**200. FINANCIAL RESPONSIBILITY FOR ADULT MENTAL HEALTH SERVICES.**

Adults receiving services either directly from the Department's Adult Mental Health program or through Department contracts with private providers are responsible for paying for services they receive. Financial responsibility for each service not covered by third party liable resources or payments, including private insurance and Medicaid will be established in accordance with the individual's ability to pay as determined by the sliding fee scale in Section 300 of these rules. (4-9-09)

**201. -- 299. (RESERVED).**

**300. SLIDING FEE SCHEDULE FOR CHILDREN AND ADULT MENTAL HEALTH SERVICES.**

Following is the sliding fee schedule for children and adult mental health services:

TABLE 300 - SLIDING FEE SCHEDULE FOR CHILDREN AND ADULT MENTAL HEALTH SERVICES.	
Percent Federal of Poverty Guidelines	Percentage of Cost Sharing Responsibility of a Parent, or Adult Client
0% - 99%	0%
100%-109%	5%
110%-119%	10%
120%-129%	15%
130%-139%	20%
140%-149%	25%
150%-159%	30%
160%-169%	35%
170%-179%	40%
180%-189%	45%
190%-199%	50%
200% - 209%	55%
210% - 219%	60%
220% - 229%	65%
230% - 239%	70%
240% - 249%	75%
250% - 259%	80%
260% - 269%	85%
270% - 279%	90%
280% - 289%	95%
290% - and above	100%

(4-9-09)

**301. -- 399. (RESERVED).**

**400. CALCULATING INCOME TO APPLY THE SLIDING FEE SCHEDULE FOR CHILDREN'S MENTAL HEALTH AND ADULT MENTAL HEALTH SERVICES.**

Prior to the delivery of behavioral health services, an application for services and a "Fee Determination" form must be completed by a child's parent(s) when requesting Children's Mental Health services and by adults requesting Adult Mental Health services. The fee determination process includes the following considerations: (4-9-09)

**01. Ability to Pay.** Financial obligations are based upon the number of persons in the family household and the adjusted gross income of those persons as determined using the following: (4-9-09)

**a.** An ability to pay determination will be made at the time of the voluntary request for services or as soon as possible, thereafter. (4-9-09)

**b.** Redetermination of ability to pay will be made at least annually or upon request of the parent(s) or at any time changes occur in family size, income, or allowable deductions. (4-9-09)

**c.** In determining the family's ability to pay for services, the Department will deduct annualized amounts for the following: (4-9-09)

- i. Court-ordered obligations; (4-9-09)
- ii. Dependent support; (4-9-09)
- iii. Child care expenses necessary for parental employment; (4-9-09)
- iv. Medical expenses; (4-9-09)
- v. Transportation; (4-9-09)
- vi. Extraordinary rehabilitative expenses; and (4-9-09)
- vii. State and federal tax payments, including FICA taxes. (4-9-09)

**02. Required Information.** Information regarding third-party payors and other resources, including Medicaid or private insurance, must be identified and developed in order to fully determine the child's parent(s) or adult client's ability to pay and to maximize reimbursement for the cost of services provided. It is the responsibility of the parents, legal guardian, or adult client to obtain and provide information not available at the time of the initial financial interview whenever that information becomes available. (4-9-09)

**03. Time of Payment.** Payment for services will be due upon delivery of services unless other arrangements are made. (4-9-09)

**04. Financial Obligation.** A financial obligation for each service not covered by third party liable resources or payments, including private insurance and Medicaid, will be established in accordance with Section 300 and Subsection 400.01 of these rules but in no case will the amount owed exceed the cost of the service. In no case will the annual financial obligation exceed five percent (5%) of adjusted gross income of the family household. (4-9-09)

**05. Fees Established By the Department.** The maximum hourly fees or flat fees charged for Children's Mental Health services and Adult Mental Health services are established by the Department of Health and Welfare. The fees for services based on Medicaid reimbursement rates may vary according to Medicaid inflationary increases. Fees will be reviewed and adjusted as the Medicaid rates change. Current information regarding services and fee charges can be obtained from regional Children's Mental Health and Adult Mental Health offices. (4-9-09)

**401. -- 499. (RESERVED).**

**500. SLIDING FEE SCHEDULE FOR ALCOHOL AND SUBSTANCE USE DISORDERS TREATMENT SERVICES.**

Adult clients above two hundred percent (200%) of federal poverty guidelines are not eligible for services. Following is the sliding fee schedule for adolescent and adult alcohol and substance use disorders treatment services:

<b>TABLE 500 - SLIDING FEE SCHEDULE FOR ALCOHOL AND SUBSTANCE USE DISORDERS TREATMENT SERVICES</b>	
<b>Percent of Federal Poverty Guidelines</b>	<b>Percentage of Cost Sharing Responsibility of a Parent, Guardian, or Adult Service Recipient</b>
0% - 99% or a Medicaid Client	0%
100% - 109%	5%
110% - 119%	10%
120% - 129%	15%
130% - 139%	20%
140% - 149%	25%
150% - 159%	30%
160% - 169%	35%
170% - 179%	40%
180% - 189%	45%
190% - 199%	50%
200%	55%

(4-9-09)

**501. -- 599. (RESERVED).**

**600. CALCULATING INCOME TO APPLY THE SLIDING FEE SCHEDULE FOR ALCOHOL AND  
SUBSTANCE DISORDERS SERVICES.**

- 01. Ability to Pay.** Charges are based upon the number of dependents and family income. (4-9-09)
- a.** An ability to pay determination will be made at the time of the voluntary request for services or as soon as possible. (4-9-09)
- b.** Redetermination of ability to pay will be made at least annually or upon request demonstrating that a substantial material change of circumstances has occurred in family size, income, or allowable deductions. (4-9-09)
- c.** In determining an individual's ability to pay for services, the Department will deduct annualized amounts for: (4-9-09)
- i. Court-ordered obligations; (4-9-09)
  - ii. Dependent support; (4-9-09)
  - iii. Child care payments necessary for employment; (4-9-09)
  - iv. Medical expenses; (4-9-09)
  - v. Transportation; (4-9-09)
  - vi. Extraordinary rehabilitative expenses; and (4-9-09)

vii. State and federal tax payments, including FICA. (4-9-09)

d. Information regarding third-party payors and other resources including Medicaid, or private insurance must be identified and developed in order to fully determine the individual's ability to pay and to maximize reimbursement for the cost of services provided. (4-9-09)

e. It is the responsibility of the individual requesting alcohol or substance use disorder services to obtain and provide information not available at the time of the initial financial interview whenever that information becomes available. (4-9-09)

**02. Time of Payment.** Payment for services is due thirty (30) days from the date of the billing, unless other arrangements are made. (4-9-09)

**03. Charges.** Using the sliding fee scale in Section 500 of this rule, an amount will be charged based on family size, resources, income, assets, and allowable deductions, exclusive of third-party liable sources. In no case will the amount charged exceed the costs of the services. (4-9-09)

**04. Established Fee.** The maximum hourly fees or flat fees charged for alcohol or substance use disorder services will be established by the Department in collaboration with the Interagency Committee on Substance Abuse Prevention and Treatment and the Board of Health and Welfare. (4-9-09)

**601. -- 999. (RESERVED).**

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