

MEMORANDUM

City of Philadelphia
Date: 10/20/09

TO: Shelly Smith, City Solicitor

FROM:  Jeanne Reedy, Administrative Services Director, Records Dept.

SUBJECT: Regulations Governing the Collection of Service Fees from Health Center Patients

The above Regulations promulgated by the Department of Public Health were received in the Department of Records on 9/17/09 for filing and advertising.

Inasmuch as there were no requests for hearings, these Regulations became effective midnight 10/19/09

Cc: Donald F. Schwartz, MD, MPH, Health Commissioner
Thomas Storey, MD, Director, Ambulatory Services

Memorandum

City of Philadelphia

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Memorandum

City of Philadelphia

Date: 9/17/09

To: Toni Martinez, Advertising Supervisor
From: Jeanne Reedy, Administrative Services Director
Subject: Regulations Governing the Collection of Service Fees from Health Center Patients

The attached forms provide an exact copy of the subject for insertion in the three Philadelphia newspapers with the largest paid circulation as required under Section 8-497 of the Philadelphia Home Rule Charter.

We request that the insertion appear as soon as possible.

It will be necessary to inform the three newspapers to furnish us with a notarized original affidavit of proof of this publication within a week after it has been published.

Please acknowledge receipt of this advertisement by signing the enclosed copy of this memorandum and returning it to us.

Thank you.

Received In Procurement By:

Toni Martinez

Date: 09-17-09

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Received In Procurement By: _____ Date: _____

NOTICE IS HEREBY GIVEN, under Philadelphia Home Rule Charter Section Number 8-407 and 7-400 that on September 17, 2009 Regulations Governing the Collection of Service Fees from Health Center Patients

promulgated by the Department of Public Health were filed with the Department of Records, Room 158, City Hall. Anyone affected thereby may file written request for hearing with the Department of Records within thirty (30) days from the above date.

Joan T. Decker
Commissioner of Records

Cc: THE INQUIRER
THE DAILY NEWS
THE LEGAL INTELLIGENCER

CITY OF PHILADELPHIA
DEPARTMENT OF PUBLIC HEALTH
OFFICE OF THE COMMISSIONER

MEMORANDUM

DATE: 9/16/2009

TO: Joan T. Decker, Commissioner, Department of Records
FROM: Donald F. Schwarz, MD, MPH, Health Commissioner 
SUBJECT: REGULATIONS GOVERNING THE COLLECTION OF
SERVICE FEES FROM HEALTH CENTER PATIENTS

In accordance with Section 6-706 of the Philadelphia Code, I enclose herewith the public hearing documents for the Regulations Governing the Collection of Service Fees from Health Center Patients.

The following procedural actions were taken.

Approved by Board of Health
Approved by Law Department

September 15, 2009
September 16, 2009

I am requesting that the proposed regulation be made available for public inspection in accordance with the requirements of the City Charter. I have also attached the Law Department approval memorandum of the proposed regulation.

Thank you for your assistance with this request

DFS/ktg
attachment

cc: Thomas Storey, MD, Director, Ambulatory Health Services

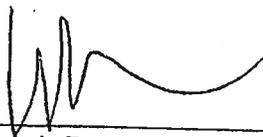
227798

DEPARTMENT OF RECORDS
2009 SEP 17 AM 11:21

Memorandum

TO: Dr. Donald F. Schwarz, Health Commissioner
FROM: Lewis Rosman, Senior Attorney
DATE: September 16, 2009
SUBJECT: Regulation Governing the Collection of Service Fees from
Health Center Patients

I have reviewed the attached "Regulation Governing the Collection of Service Fees from Health Center Patients" that was submitted today to the Law Department and find the Regulation to be legal and in proper form. I am advised the Regulation has been approved by the Board of Health. In accordance with Section 8-407(a) of The Philadelphia Home Rule Charter, you may forward the Regulation to the Department of Records where it will be made available for public inspection.



Lewis Rosman
Senior Attorney

227799

DEPARTMENT OF RECORDS
2009 SEP 17 AM 11:21



City of Philadelphia

Department of Public Health

Regulations Governing the Collection of Service
Fees from Health Center Patients

227800

Passed:

Board of Health: September 15, 2009

Law Department: September 16, 2009

Records Department: _____

DEPARTMENT OF RECORDS
2009 SEP 17 AM 11:21

Consistent with Section 6-706 of The Philadelphia Code, the Board of Health hereby adopts the following regulations governing fees for the provision of certain services provided at City Health Centers to patients who do not have insurance or other payment coverage provided by a third-party payor:

1. Definitions. In these Regulations, the following definitions apply:

- A. City Health Centers. The health centers operated by the Department of Public Health.
- B. Household. A single adult, married adults, or parent(s) or guardian(s) and their children.
- C. Income level. The gross annual income of a household.
- D. Medicaid Reimbursement Rate. The rate at which the City is reimbursed for patient visits pursuant to the federal Medicaid program.
- E. Poverty Level. A level of household income developed and updated annually by the U.S. Department of Health & Human Services, identified as the "Poverty Income Guideline," at which a person of a certain household size is deemed to be in poverty.

2. Services for Which Fees Will Be Charged.

A. Fees are hereby established for the provision of the following services at City Health Centers in instances where no third-party insurer or other payor can be billed for such services:

- a. General medical services for adults;
- b. General pediatric services;
- c. General gynecological services;
- d. Podiatric services;
- e. Dental services; and
- f. Family planning services for adults

B. Consistent with Philadelphia Code § 6-706(2), fees will not be charged in connection with the following services:

- a. Diagnosis and treatment of sexually transmitted disease and tuberculosis;
- b. Immunizations, including visits made for the sole purpose of the provision of immunizations;
- c. Prenatal and post-partum care; and
- d. Family planning services for persons under eighteen (18) years of age.

3. Amount of Fees.

A. The fees for all services for which a fee is charged, except for family planning services for adults, are as follows:

<u>Income Level In Relation to Poverty Level :</u>	<u>Fee per visit:</u>
More than 500%	The Medicaid Reimbursement Rate
201-500%	\$20.00
101-200%	\$10.00
100% or less	\$5.00

B. The fee for family planning services for adults is as follows:

<u>Income Level In Relation to Poverty Level :</u>	<u>Fee per visit:</u>
More than 250%	\$40.00
201-250%	\$30.00
151%-200%	\$20.00
101-150%	\$10.00
100% or less	No fee

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DEPARTMENT OF RECORDS

4. Information Regarding and Collection of Fees

A. All patients shall be advised of the fees established pursuant to this section before the provision of services.

B. Consistent with Philadelphia Code Section 6-706(1):

1) No person shall be denied care due to failure to pay a bill. Patients may be required, before services are provided, to provide information sufficient to determine their household income for purposes of establishing the appropriate fee, if such requirement is determined to be medically appropriate in the situation.

(2) No collection activity shall be initiated against any patient in connection with an unpaid bill other than mailing of non-threatening reminder notices that are literacy appropriate, except if the patient is known to have, or be eligible for, third party health insurance and such patient fails to cooperate with the billing process.

5. Effective Date

These regulations shall be effective upon certification by the Health Commissioner to the Board of Health that a system for the receipt of fees charged pursuant to the regulations is in place and operational.