

Adopted October 6, 2008

Health Department: Health Department Fee Setting Policy as adopted by the Board of Health in September and as recorded below:

POLICY FOR SETTING FEES BASED ON SERVICE COST

PROCEDURE:

In accordance with G. S. 130-A-39(g), which allows local health departments to implement fees for service rendered, the Union County Health Department, with the approval of the Union County Board of Health and the Union County Commissioners will implement specific fees for service reimbursement. Specific methods used in seeking reimbursement will be through third-party coverage including Medicaid, Medicare, private insurance, and individual patient pay. The agency will adhere to billing procedures, as specified by Program/State regulations in seeking reimbursement for services provided.

Program reviews and committee meetings comprised of all disciplines will meet, within the Health Department setting, as necessary to determine the cost of providing services and discuss the "setting of rates" for services provided. The following procedures define the method used for setting rates:

1. The "Medicaid Cost Analysis" provided by the Office of Medicaid Reimbursement will be utilized for cost comparisons of services provided by the Health Department. The Medicaid Cost Study is performed annually in all Health Departments. The actual costs of service provision are contained in the document and are shared with each County. The figures are then compared and averaged statewide. The average is used to determine the cost of particular services provided at the agency.
2. The "Office of Medicaid Reimbursement" issues their allowable reimbursement rates each year. The agency will utilize these baseline rates when comparing to offer third-party payers.
3. Medicare, surrounding community rates (ex: community physician rates, local labs, environmental health, hospital rates, etc.), plus a comparison of Health Department's located in our region will be assessed for fees and included for comparison when determining rates.
4. When calculating rates the agency will consider staff time, per diem rates, laboratory services and other associated costs of rendering the provisions of the service.

Once the above information has been reviewed and discussed with the Health Department staff, fees will be taken to the Board of Health and the Board of County Commissioners for their discussion and final approval. Once approval has been received, the appropriate fees are set and will be maintained in the Health Department, noted as approved "schedule of changes", Board approvals (Health and County Commissioners) will be reflected in the respective minutes.