

**Title 3**  
**PERSONAL HEALTH SERVICES--FEES AND CHARGES\***

**UPDATED: October 31, 2013**

\***Editor's Note:** This title codifies fees and charges except those relating to environmental health.

**Chapters:**

- 3.04 FEES**
- 3.08 SALES OF DRUGS AND SUPPLIES**
- 3.12 DONATIONS FOR SERVICES**

**3.04 FEES**

**Sections:**

- 3.04.010 Personal health service programs.
- 3.04.020 Authority to waive fees.
- 3.04.030 Third-party payors.
- 3.04.040 Reduced fees.
- 3.04.050 Annual review and adjustments of fees.

**3.04.010 Personal health service programs.** To provide for a portion of the costs to the health department for the provision of services associated with personal health care, which includes, but is not limited to, maternal and child health programs, laboratory services, sexually transmitted disease, tuberculosis or other communicable disease clinics, refugee health, dental services, family planning programs, other primary care programs and treatment for diseases related to the public health of the county, immunizations, pharmaceuticals and other personal health supplies, the director of public health is authorized to set, charge and collect fees according to the following guidelines, except where the imposition of such fees is prohibited by federal or state law, or is inconsistent with the terms of an agreement between the health department and a third party or grantor:

A. Method for Setting Full Fees for Personal Health Services.

1. Fees for personal health services provided during personal health visits shall be set at the lesser of the full cost for providing the service or the median of nondiscounted personal health service fees charged by healthcare providers in the Seattle metropolitan area, rounded to the nearest dollar, and shall be set by the director of public health in accordance with state and federal guidelines.

2. Fees for immunizations, including travel immunizations, shall be set in amounts equal to or less than the full cost of the vaccine plus an administration fee per dose of vaccine.

a. The administration fee for immunizations provided using vaccine funded through the state Vaccines for Children Program shall be set at the maximum allowed by the Washington State Department of Health.

b. For all other immunizations, including travel immunizations, the administration fee shall not be set higher than the full cost of providing immunization services.

3. Fees for pharmaceuticals and supplies shall be set to cover the full costs of the medication or supplies and the full costs of procuring, storing, distributing and dispensing the medications or supplies and the costs of client education and counseling by pharmacists, as applicable.

4. Fees for laboratory services and administration of purified protein derivative tests shall cover either the full costs of administering the test or providing the laboratory services in the department or the full cost of purchasing the laboratory services through a laboratory contracted with the department, or both. (R&R No. 13-04 § 1, 2013: R&R No. 05-09 §1, 12-9-2005: R&R No. 99-02 §2 (part), 10-15-99: R&R No. 99 §1, 12-14-93: R&R No. 74 §1, 12-11-91: R&R No. 65 §1, 12-18-90: R&R No. 51 §1, 12-1-89: R&R No. 43 §1, 12-15-88: R&R No. 35 amdt. §1, 12-19-86: R&R No. 35 amdt. §1, 12-6-85: R&R No. 35 §1, 12-8-82).

**3.04.020 Authority to waive fees.**

A. The director of public health is authorized to waive fees for health services that are necessary to avert or control an emergency public health problem or to control a communicable disease. In addition, the director of public health is authorized to waive fees for services outside of a public health center clinic where it is unsafe to collect and secure fees for services.

B. A person shall not be denied clinically necessary care or services due to an inability of the person to pay. (R&R No. 13-04 § 2, 2013: R&R No. 05-09 §2, 12-9-2005).

#### **3.04.030 Third-party payors.**

A. Before charging clients fees, the director of public health will make all reasonable efforts to identify potential third-party payors, including Medicare, Medicaid, the Basic Health Plan, managed care plans and other third-party payors.

B. Third-party payors that have contracts with the public health department for the provision of personal health services shall be charged for services according to the terms of the contract between the payor and the department or as dictated by federal or state law.

C. The director of public health may charge full fees to all clients whose commercial insurance or managed care plan either does not have a contract with the department or will not reimburse the department for the covered services provided to the client, or both. (R&R No. 05-09 §3, 12-9-2005).

#### **3.04.040 Reduced fees.**

A. For low-income clients without applicable third-party coverage for the services they have received, the director of public health is authorized to charge and collect a reduced fee for personal health services, laboratory tests, pharmaceuticals or supplies based on the client's household income and family size, as determined and revised annually by the United States Community Services Administration ("CSA") Poverty Guidelines.

Reduced fee schedules do not apply to:

1. Travel immunizations or other travel health services;
2. Copayments for services otherwise covered by the client's health plan; or
3. Services where the director of public health has determined a nominal fee will be charged.

B.1. Nominal fees for personal health services, including, but not limited to, personal health visits with providers, pharmaceuticals, laboratory tests and supplies, may be established and charged at the discretion of the director of public health.

2. The director of public health is authorized to charge nominal fees to clients and for services where such charges:

- a. are not prohibited by federal or state regulation;
- b. are not prohibited by the terms of contracts held between the department and third party payors;

and

- c. are administratively feasible.

3. Nominal fees shall reflect practices and rates used by other federally qualified health centers in Seattle and King County. (R&R No. 13-04 § 3, 2013: R&R No. 05-09 §4, 12-9-2005).

#### **3.04.050 Annual review and adjustments of fees.**

The director of public health is directed and authorized to periodically review and adjust fees consistent with the guidelines of this chapter. The director of public health shall adjust full fees and nominal fees for pharmaceuticals, supplies and vaccines when the department's acquisition costs for pharmaceuticals, supplies and vaccines change. (R&R No. 13-04 § 4, 2013: R&R No. 05-09 §5 (part), 12-9-2005).

### **3.08 SALES OF DRUGS AND SUPPLIES**

#### **Sections:**

3.08.010 Sales to nonprofit community clinics, other health departments and districts.

**3.08.010 Sales to nonprofit community clinics, other health departments and districts.** To assist nonprofit community clinics, health departments and districts in obtaining drugs and supplies, the director of public health shall set, charge and collect fees that reflect the full acquisition costs for the pharmaceuticals to the department and the full costs for handling the pharmaceuticals including procurement, storage, inventory management and distribution. The director of public health is authorized to adjust the fees for pharmaceuticals sold to the non-profit community clinics, other health departments or districts whenever the acquisition costs to the department change, and to adjust the handling fees annually. (R&R No. 05-09 § 5(part), 12-9-2005: R&R No. 99-02 §2(part), 10-15-99: R&R No. 37 §1, 6-22-84).

### **3.12 DONATIONS FOR SERVICES**

#### **Sections:**

3.12.010 Authority to accept donations for services.

**3.12.010 Authority to accept donations for services.** The director of public health is authorized and directed to accept monetary donations for provision of personal health services in order to recover a portion of the department's costs. (R&R No. 99-02 §2(part), 10-15-99: R&R No. 19 §1, 6-5-81).