



ADMINISTRATION – FISCAL/ACCOUNTING

FEE ASSESSMENT
OPERATIONAL PROCEDURE

December, 2007 (r 4/10, 7/14)

Policy Ref: 110-06

Reviewed/Revised: April, 2017

Procedure: 110-14

A. PURPOSE:

To establish a mechanism for setting fees and discounts.

B. PROCEDURE:

- I. The Board of Directors will review and approve a schedule of fees, including the schedule of discounts.
- II. The discount for non-insured recipients of services is outlined in Chapter 65E-4 Florida Administrative code and Federal Poverty Guidelines.
- III. Every three (3) years the Board shall review and authorize the full fee schedule and shall review and authorize individual full fee schedule changes on an as-needed basis.
- IV. The Chief Financial Officer shall provide staff needing full fee and discount information, as appropriate.

PROCEDURE APPROVED:

QI/RM Director

Date