



## **Sliding Scale Fee Policy**

Elizabeth Layton Center (ELC) offers a sliding scale fee to clients who do not have insurance and are residents of Franklin or Miami County. The sliding scale fee is based on a calculation that considers number of household residents and total household income. It is also determined by the type of service provided. Proof of income is required to establish a sliding scale fee for services.

**ELC does not offer a sliding fee scale to clients residing outside of Franklin and Miami counties.**

If a client has insurance, ELC is required to collect all co-pay amounts required by the insurance company. These co-pay amounts are not negotiable. If the client is unable to pay their co-pay amount in full at the time of service, ELC will work with the client to set up a payment plan.

If a client has insurance that does not include ELC as part of their network, no sliding scale fee will be offered. The client must either pay full fee for all services or find another provider that is within their network.

However, if the **service is not covered** by insurance due to policy exclusions, regardless of network membership status, the client may be eligible for the sliding scale fee. To qualify for the sliding scale fee, the client must show proof that they are residents of Franklin or Miami County **and** provide all necessary documentation of household income. Under this circumstance, payment amount will be based on the same sliding scale fee used for uninsured clients.

**Household Income is defined as:** The combined, before-tax (gross) money received by all relatives residing in the home. This income would include wages and salaries, unemployment insurance, disability, child support, pensions, trust account payments, and any other similar type of income.

**A Household Member is defined as:** Any person that spends at least 50% of his/her time living in the home and is related to the head of household.

