

ELIGIBILITY AND PAYMENT POLICY FOR CLINICAL SERVICES

Who is eligible? Public Health Services are available to all residents and visitors of Florida Department of Health in Duval County. Citizenship is not a requirement. We do not deny services based on a person's race, color, sex, disability, religion, sexual orientation or national origin.

What information is required to access services? Bring your picture identification, proof of address, Social Security card (if issued), and insurance card (if insured). To determine a sliding scale fee classification, bring documentation of your family size and proof of income for each working family member.

How are charges determined? Just as in any doctor's office, the cost of a visit varies according to the services received. Selected services, such as childhood immunizations, are free. If you are eligible for a sliding fee scale, the charges will be adjusted. For example, if the service charge is \$40, a person with a sliding scale fee of 25% would only pay \$10. Sliding fee scales do not apply to client elective services such as travel immunizations. For those with insurance, any deductible and/or co-payment must be paid.

How can I qualify for a sliding fee scale? Based on family income and size, a sliding fee scale of 0% to 100% will apply to your charges. Documentation of your family size and proof of income for each working family member are required. Examples of proof: current pay stub, W-2 form, unemployment letter (if unemployed).

Am I required to provide information on family income? Proof of family income is only required if you want to apply for a sliding fee scale. You can waive income determination but you will be responsible to pay 100% of the charges.

What happens if I do not have proof of family income? Explain your situation to the eligibility clerk as to why you're unable to provide the required proof.

If I don't have insurance or enough money to pay for my visit, what happens? The Florida Department of Health in Duval County will not deny access to its services due to inability to pay. However, you will still be responsible for any charges associated with your visit. You can make a full or a partial payment with cash or credit card. You will be given a receipt from the cashier listing services received, charges and amount owed, payments made and any remaining balance. The Florida Department of Health in Duval County is authorized to submit an outstanding balance to a collections agency.