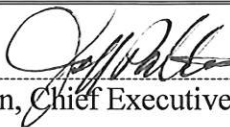


# INTEGRATED SERVICES OF KALAMAZOO

## ADMINISTRATIVE POLICY 08.09

<b>Subject:</b> Financial Liability Determination/ Payment Agreement – Ability To Pay (ATP) For Persons Receiving Services	<b>Section:</b> Financial Management
<b>Applies To:</b> <input checked="" type="checkbox"/> ISK Staff <input checked="" type="checkbox"/> ISK Contract Providers	<b>Page:</b> 1 of 2
<b>Approved:</b>  ----- (Jeff Patton, Chief Executive Officer)	
<b>Revised:</b> 11/07/2018	<b>Supersedes:</b> 06/05/2017

### PURPOSE

The function of the Financial Liability Determination/Payment Agreement – Ability To Pay (ATP) For Persons Receiving Services is to evaluate the ATP for persons receiving services or the family's expected liability toward the cost of Integrated Services of Kalamazoo (ISK) sponsored services and establish a monthly payment schedule for the determined ATP.

### DEFINITIONS

Ability To Pay (ATP)

Persons Receiving Services

Cost of Services

### POLICY

Persons receiving services shall participate fairly in the payment of services. Persons served shall be fully informed at the start of service of the cost of services and how they are financed. It is assumed that everyone has full Ability to Pay (ATP) and if not, they have a responsibility to show their inability to pay the full cost. Medicaid and Healthy Michigan are exceptions to this rule. By virtue of their Medicaid or Healthy Michigan coverage, these individuals have a "zero" ATP. Each person receiving services shall be offered information on the ISK sliding fee discount schedule. A consumer will not be denied services because of an inability of responsible parties to pay for services.

**REFERENCES**

- P.A. 258 of 1974 (Michigan Mental Health Code), as amended, (Chapter 8)
- Public Act 280, Section 400.115b
- Supplement No. 6 to the 1987 MDHHS Administrative Rules
- ISK policy
  - 08.02 (Medicaid Monthly Deductible)

**PROCEDURES**

- 08.09 01 (Financial Liability Determination / Payment Agreement – Ability to Pay [ATP] for Persons Receiving Services)