

POLICY TYPE	Sliding scale fee policy
ORIGINAL EFFECTIVE DATE	February 4, 2024
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REVISION DATE(S)	June 16, 2025

TITLE: Sliding scale fee policy

PURPOSE: Define sliding scale fee policy, to make available free or discounted services to those in need.

APPLICABILITY: All patients, staff, vendors and visitors

No one is refused service because of lack of financial means to pay. This program is designed to provide free or discounted care to those who have no means, or limited means, to pay for their medical services (uninsured or underinsured). This practice will offer a Sliding Fee Discount Program to all who are unable to pay for their services. This practice will base program eligibility on a person's ability to pay and will not discriminate on the basis of an individual's race, color, sex, national origin, disability, religion, age, sexual orientation, or gender identity.

The Federal Poverty Guidelines are used in creating and annually updating the sliding fee schedule (SFS) to determine eligibility. *To clarify our SFS policy, if a patient makes less than \$50,000 per year, they will be seen for a nominal fee of \$0. If a patient makes more than \$50,000 per year, then the following SFS schedule based on Federal Poverty Guidelines will apply.*

This practice will notify patients of the Sliding Fee Discount Program by providing an explanation of our Sliding Fee Discount Program and our application form in the waiting room area and upon request.

Dr. Bonnie Velez, DNP, CRNP at Nurse RX Sliding Fee Schedule:

Family Size	100% FPG	101-150% FPG	151-200% FPG
1	\$0 (free)	25% of charges	50% of charges
2	\$0 (free)	30% of charges	60% of charges
3	\$0 (free)	35% of charges	70% of charges
4	\$0 (free)	40% of charges	80% of charges
5	\$0 (free)	45% of charges	90% of charges
6	\$0 (free)	50% of charges	100% of charges
Amount of Payment	\$0	\$50	\$75

Discount Levels:

- 100% FPG: Free services (nominal fee)
- 101-150% FPG: 25-50% discount
- 151-200% FPG: 50-100% discount

25 POVERTY GUIDELINES FOR the State of Maryland:

Persons in family/household	Poverty guideline
1	\$15,650

2	\$21,150
3	\$26,650
4	\$32,150
5	\$37,650
6	\$43,150
7	\$48,650
8	\$54,150

For families/households with more than 8 persons, add \$5,500 for each additional person.

Required Verification Documents:

Our office policy is to operate by an honor system. As such, the patient does not have to "prove" that they are, indeed, poor. Patients will sign an attestation indicating their income level and ability to pay.

Patients who state that they are unable to pay, or are unable to verify any income, or lack of such, will be provided treatment at no charge.

SFDP advertisement method: The SFS policy will be posted on the Nurse RX website.

Collection policy for SFDP patient debts: Our office will not balance bill any patient who is unable to pay at the time of service. Unpaid debts will not be sent to a collection agency. Patients will not be denied future care for unpaid SFDP debt.

The office will operate on an honor system, whereby the patient will pay when and if they are able to do so in the future.



June 16, 2025