

**Randolph County Health Department  
Dental Health Clinic Program  
Eligibility Policy**

**Who is eligible for services in the clinic?**

Dental clinic will provide care for low-income school-age children with a dental health need whose family income is at or below 200% of the federal poverty level.

**How are services paid?**

Medicaid and NC Health Choice are accepted as full payment for services. Patients who do not have coverage under Medicaid or NC Health Choice whose family income is less than or equal to 180% of the Federal Poverty level are charged on a sliding fee scale.

**How does the sliding fee scale work?**

Patients are screened by the Dental Secretary to determine family size and income. Using the sliding fee scale, patients who are eligible:

- At the 100% of poverty level will pay the minimum pay of \$20.00 per visit
- At the 120% of poverty level will pay 20% of the fee per visit
- At the 140% of poverty level will pay 40% of the fee per visit
- At the 160% of poverty level will pay 60% of the fee per visit
- At the 180% of poverty level will pay 80% of the fee per visit
- At the 200% of poverty level will pay 100% of the fee per visit

**When do patients pay?**

All Patients will be given information regarding payment responsibility prior to first appointment. Patients pay at the time services are given unless a payment plan is worked out with the dental secretary. Patients with unpaid balance will be billed monthly. Payments may be made by mail or brought to the Health Department during our operating hours.

Patients with an unpaid balance over six months old with no attempt made to pay may be denied services. Before services are denied, the patient will be given an opportunity to pay and the dentist will be consulted concerning the level of service needed.

**How will patients know what their responsibility is?**

Patients will be given information by the dental secretary about payment at the first visit. An explanation will also be given in writing. Before any patient is denied services, the staff will talk with the parent in advance.

**Bad Debt Write-Off Policy:**

Charges of more than 12 months outstanding will be considered uncollectible and will be written off as a bad debt with the following exception:

There have been payments made on the balance showing an effort to pay on the part of the patient. There must be some regularity to these payments, i.e., weekly, bi-weekly, monthly or every other month.

*Adopted by the Randolph County Board of Commissioners on 11/6/00.*

*Amended on 6/23/08 to reflect an increase in the minimum Dental Health fee to \$20.00 per visit.*