

Moore Peace Counseling & Wellness PLLC

Sliding Fee Discount Policy

Policy Overview

The Sliding Fee Discount Program at Moore Peace Counseling & Wellness PLLC is designed to provide reduced-cost services to individuals and families who have limited financial resources or are uninsured. Our goal is to ensure that financial circumstances do not prevent access to quality mental health care.

Eligibility for the program is based on a client's ability to pay and is determined using current Federal Poverty Guidelines. Moore Peace Counseling & Wellness PLLC does not discriminate based on age, gender, race, ethnicity, sexual orientation, religion, or national origin.

Program Notification

Information about the Sliding Fee Discount Program is made available to all clients through:

- Our website
- Intake and onboarding materials
- Direct communication during the intake process

Clients may request an application at any time.

Application Process

Clients seeking a reduced fee must complete the **Sliding Fee Discount Application** in full. Applications that are incomplete or missing a signature will not be processed.

Eligibility is determined based on **household size and total household income**.

Definition of Household

A household includes all individuals living together who are related by birth, marriage, or adoption and share financial resources. This includes spouses/partners and dependent children.

Proof of Income Requirements

Applicants must provide proof of income at the time of application submission or within **five (5) business days**. Failure to provide documentation within this timeframe will result in full fees being applied to services.

Acceptable forms of income verification include (at least one required):

- Most recent federal tax return or W-2
 - Two (2) most recent pay stubs for each employed household member
 - Employer verification letter (on company letterhead)
 - Unemployment benefits statement
 - Social Security or disability benefits letter
 - Workers' compensation documentation
 - Child support documentation
 - Pension or retirement income statement
 - Documentation of state or public assistance
 - Verification of financial support from another individual or organization (if applicable)
-

Eligibility & Discount Structure

Discounts are determined based on household income relative to Federal Poverty Guidelines.

- Clients at or below **100% of the Federal Poverty Level (FPL)** may qualify for a minimal fee
- Clients between **100%–200% of the FPL** may qualify for a reduced session rate

Discounted fees apply to services including:

- Initial assessments
 - Individual therapy
 - Family therapy
 - Couples/marital therapy
-

Duration & Renewal

Approved discounts are valid for **12 months** from the date of approval.

Clients are responsible for notifying the practice of any changes in income or household size. A new application is required annually or if financial circumstances change.

Billing & Insurance

Moore Peace Counseling & Wellness PLLC will bill third-party payers (e.g., Medicaid, Medicare, or private insurance) for covered services when applicable.

Sliding Fee Discounts are only available to clients who are self-pay and not utilizing in-network insurance benefits.

Clients who choose to use their insurance are responsible for all copays, coinsurance, and deductibles as required by their insurance plan.

In limited cases, adjustments to patient responsibility may be considered based on documented financial hardship and in accordance with applicable laws and insurance contract requirements.

Confidentiality & Recordkeeping

All information submitted as part of the Sliding Fee Discount Application will be kept confidential and securely maintained within the client's record. We are committed to protecting your privacy and treating all clients with dignity and respect.

Non-Compliance

Providing false or misleading information may result in:

- Removal from the Sliding Fee Discount Program
 - Responsibility for full-service fees
-

Questions or Assistance

If you have questions about the Sliding Fee Discount Program or need assistance completing the application, please contact our office.
