

<b>Governing Body:</b> <b>MARION COUNTY COMMUNITY AND PROVIDER SERVICES (CAPS)</b>	<b>Function:</b> <b>INTEGRATED DELIVERY SYSTEM (IDS) HANDBOOK</b>	
<b>Subject:</b> <b>Agency Fee Schedules</b>	<b>Prepared By:</b> <b>CAPS</b>	<b>Original Date: 10/01/07</b> <b>Revised Date:</b>

**PURPOSE AND SIGNIFICANCE:**

IDS Providers are expected to review their own fee schedule once a year to make sure that charges are accurate. Accurate fee schedules are important in that charges that are encountered directly impacts the amount of future capitation Marion County receives.

**PROCESS AND/OR PROCEDURE:**

1. IDS Providers will need to utilize the Community and Provider Services (CAPS) approved format for fee development. Currently, the CAPS approved format is available only electronically and can be requested from the CAPS Management Analyst.
2. IDS Providers that wish to utilize a different process in setting fees will need to obtain approval from the CAPS Program Supervisor.
3. IDS Providers will submit a copy of their fee schedules to the CAPS Management Analyst by July 1 of each year.