**Visionary Mental Health Services, LLC**

**Sliding Fee Scale Information**

**Valid Proof of Income \* Must provide valid proof of income for each household member with an income.**

* Two most recent paystubs.
* Most recent annual federal income tax return.
* Documentation of government assistance: \* Unemployment compensation \* SRS cash assistance \* Social Security or SSI
* Disability determination with benefit amount.
* Documentation of child support/alimony.
* Financial award letter showing grants, scholarships, fellowships, or assistantships. (loans are not considered as income)
* \*W‐2s are NOT accepted as valid proof of income.
* \* If the patient declares no income, then the patient must provide a collaborative letter from the individual assisting the patient financially. (signed and dated with monthly monetary amount provided).

**What is Income?**

* Wages and salaries before any deductions. (gross income)
* Net receipts from non‐farm self‐ employment. Net receipts from farm self‐ employment.
* Regular payments from Social Security.
* Railroad Retirement.
* Unemployment compensation, public assistance.
* Strike benefits from unions, worker’s compensation, veterans’ payments.
* Alimony, child support, military family allotments.
* Private pensions, government employee pensions, regular insurance or annuity payments.
* College or university scholarships, grants, fellowships, assistantships. (not student loans)
* Dividends, net rental income, net royalties, income received from estates or trusts.
* Gambling or lottery winnings.

**Additional Information:**

* Those who qualify for the Sliding Fee Scale are expected to pay at the time of service. Refusal to pay the appropriate fee may result in the appointment being rescheduled. (some exceptions apply)
* Patients with insurance coverage are also eligible to apply for the Sliding Fee Scale. After the insurance has processed the claim and the patient has a remaining balance, then the balance may be adjusted based on the Sliding Fee Scale.
* Patients who don’t bring proof of income will be allowed to self‐ declare for the first visit (and the first visit after expiration of the prior eligibility). The declaration will expire following the first visit, and the patient is required to bring in proof of income on the day of the next visit or he/she will be charged the full standard fee.