

WRIGHT COUNTY FEE POLICY
DD & Children’s Mental Health Out-of-Home Placements

This fee schedule governs the assessment and collection of parental fees by Wright County from parents of children age infant-18 in 24-hour out-of-home care as defined in Statute 252.27, Subd. 1 and Subd. 1a, and who:

- A. have mental retardation or a related condition
- B. have an emotional disturbance
- C. have a physical disability

Any children who do not meet this criteria shall fall under Wright County Human Services fee policy for Out-of-Home Placements.

A. Child Fee Policy

1. The child’s fee is the full amount of his/her unearned income, such as Social Security, SSI, child support, trusts, investments, or other income determined to be unearned.
2. If child support is being paid for the child by a non-custodial parent, the child support shall be assigned to Wright County. If the non-custodial parent is not current in paying the court-ordered support, the custodial parent shall apply for NPA (non-public assistance) child support services. If no order exists, Wright County shall also apply the State Fee Schedule to the non-custodial parent’s income. If child support is paid directly to the custodial parent, the custodial parent is responsible to turn over the child’s benefit to Wright County, within three (3) days of receipt of the payment.
3. If the child has earned income in excess of a Clothing and Personal Needs Allowance, the child may be required to contribute all or part of the earned income over the Personal Needs Allowance, in addition to any unearned income.
4. The child fee cannot exceed the cost of the service. The parent fee and the child fee combined cannot exceed the cost of services.

B. Parent Fee Policy

1. MN Statute 252.27 is to be applied in determining the reimbursement obligation.
2. The Financial Information Form will be sent to the parents as soon as possible after a child is placed. The form will be reviewed during an interview with the parents and a Collections Officer.
3. A Collections Officer shall calculate the amount of reimbursement pursuant to MN Statute 252.27 based on the adjusted gross income and household size. Refer to *Appendix B, State Fee Schedule*.
4. The assessed monthly fee is for only the months that the child is placed out of the home. For placement during partial months, either the full monthly fee or the cost of the services will be charged, whichever is less.
5. The parent fee is in addition to any child fee.
6. The parent fee cannot exceed the cost of the service. Likewise, the parent fee and the child fee combined cannot exceed the cost of care.
7. Fees are in addition to insurance collections. If insurance coverage is applied to the out-of-home cost, then the balance of the uncovered cost is subject to the parent fee, not to exceed the actual out-of-home cost.
8. If it is determined that a client has insurance or other coverage which will pay the out-of-home placement costs, but declines to allow billings to be made to that policy or coverage, the parent fee will be the full costs of the service. An “Assignment of Benefits for Health Coverage Form” will be provided to the parents.
9. In addition to the parent fee, the parent(s) is/are responsible for needed clothing; transportation costs; any medical costs that are not reimbursed through insurance or Medical Assistance (MA).
10. In addition to the parent fee, medical and dental insurance are the responsibility of the parent, if they are not MA eligible. If the parents have an option of health insurance coverage through their employer, at a cost to them of less than 5% of their adjusted gross income for the child in out-of-home placement, and they do not exercise that option, the parents shall be assessed an additional fee of 5% of their adjusted gross income.
11. There shall not be an additional fee for any child(ren) receiving or eligible for Medical Assistance coverage.

12. The parents are responsible for notifying Wright County Human Services of any changes in their income or address. The parents are responsible for submitting a copy of their Federal Income Tax Return to the Human Services Collections Officer during any calendar year that the child(ren) is placed out of the home.
13. Wright County may use Revenue Recapture to collect amounts owed pursuant to MN Statute 270A.03.
14. Wright County may add a collection charge of \$85 on any balance that is ninety (90) days overdue pursuant to MN Statute 373.41.

Appeal Procedures

A client may appeal to the Agency if he/she feels that the fee should be waived or varied due to special and unusual circumstances.

Procedures are as follows:

1. The client who appeals must do so in writing, stating the grievance, the reasons the variance or waiver should be granted and the desire for a review hearing.
2. Appeals must be filed within thirty (30) days of the first billing for fees. The appeal shall be directed to the Collections Officer.
3. The Collections Officer will notify the parent(s) with the date and time of the review hearing. The parent(s) has/have the option of attending the review hearing. A panel of three (3) Wright County Human Services supervisors will review the request. A recommendation will be presented to the Human Services Board for final approval. If the placement is voluntary and the appeal is denied, the parent(s) may appeal to the Department of Human Services.
4. If the placement is court-ordered, the parent(s) may request the County to modify the fee.