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## SMITH COUNTY, TEXAS INDIGENT HEALTH CARE PROCEDURES

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The following are procedures adopted by Smith County Commissioners Court on this 2nd day of February, 2016. These procedures are in accordance with Chapter 61, *Indigent Health and Treatment Act*, of the Texas Health and Safety Code.

Health and Safety Code, § 61.006, *Standards and Procedures*:

- (a) The department shall establish minimum eligibility standards and application, documentation, and verification procedures for counties to use in determining under this chapter.

Health and Safety Code, § 61.043, *Prevention and Detection of Fraud*:

- (a) The county shall adopt reasonable procedures for minimizing the opportunity for fraud, for establishing and maintaining methods for detecting and identifying situations in which a question of fraud may exist, and for administrative hearings to be conducted on disqualifying persons in cases where fraud appears to exist.

### POLICIES AND PROCEDURES

#### I. Eligibility

##### A. General.

1. An applicant must have a medical need in order to receive Indigent Health Care services.
2. Anyone applying for health care services under this program must apply in person at the time of interview.
3. The application form must be completed in its entirety.
4. An applicant must requalify every month for questionable cases. All others shall requalify every 3 to 6 months.

**B. *Income Verification.***

1. Verification of income, termination of income, residence, household composition, and resources are required information.
2. Net income shall be calculated utilizing a gross monthly screening table located in the Texas Department of State Health Services, *County Indigent Health Care Program Handbook*.
3. Liquid resource assets cannot exceed \$2,000.00 or \$3,000.00 if the residence contains a relative who is aged or disabled. The equity value of an automobile shall not be greater than \$4,650.00. Personal property and homestead as defined in the Texas Property Code in §§ 42.002 (*Personal*) and 41.002 (*Homestead*) are exempt assets.
4. Generally, a homestead exemption is defined by the county tax appraisal office; if the county tax appraisal office lists property with a home as separate and not part of the homestead, Smith County Indigent Health Care regards the property in the same way, although Texas Property Code § 41.002 may prevail where there is any conflict.

**C. *Residency.***

1. An applicant must live in Smith County in order to be eligible for health care under this program, in accordance with 25 Texas Administrative Code § 14.102. Residency may be proven by providing copies of documents listed in Health and Safety Code § 61.003.
2. A valid Texas driver license, Texas identification card, Social Security card, tax bills, or other appropriate documents, as determined by the Texas Department of State Health Services, shall be used to determine residency. Such guidelines and additional sources of residency verification may be found in the Texas Department of State Health Services publication, *County Indigent Health Care Program Handbook*, Section 2, entitled Eligibility Criteria.
3. Verification of legal alien status. Whether an alien is eligible for indigent health care services shall depend on the relevant provisions of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

**II. Coverage**

**A. *Provision of Services.***

1. Unless emergency, all services will be provided by Smith County facilities.
2. Only medical procedures that are required for the patient's health will be allowed.
3. Hospitals and other facilities must notify Smith County Indigent Health Care office within 72 hours of admitting one of Smith County's covered citizens or the county will not cover the bill.

4. Patient must see a General Practitioner (e.g. Family Practitioner) before seeing a Specialist approval required from the Indigent Health Care Office unless it is an emergency.
5. For mental health care issues, patients are referred to the Andrews Center.
6. Covered patients will only receive a 30 day supply of any medicine up to 3 prescriptions per month, with verification of coverage from the Indigent Health Care Office.
7. A potential client cannot reschedule an appointment with the Indigent Health Care Office more than thirty (30) days from the prescreening date.

**B. *Prescriptions.***

1. Patients shall be prescribed generic and non-narcotic drugs where possible with prior approval from the Indigent Health Care Office for any narcotic type drugs.
2. Covered patients will only receive one pain prescription per month.
3. Drugs not covered by the Smith County Indigent Health Care Plan, unless they are prescribed for other medical conditions:
  - a. Impotence drugs;
  - b. Sleep aids; and
  - c. Birth control.
4. Pay lowest available rates (340B, Redbook, or Medicaid) for prescriptions.

**C. *Duties and Responsibilities of the Smith County Indigent Health Care Office.***

1. Shall train hospitals and pharmacies on qualifications of Indigent Health Care Program participants.
2. Shall enforce maximum \$30,000 per year for client or 30-day hospital stay.
3. Shall ensure Smith County is the payer of last resort policy.
4. Shall, for medical services, use the facility with the lowest cost.

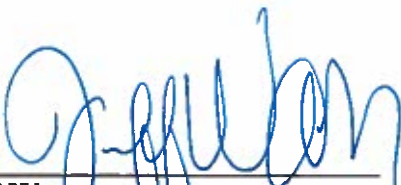
**III. Financial Responsibility**

- A. *Reporting Changes in Eligibility.*** If a household does not report a change that could make that household ineligible within 14 days after the date that the change occurred, the denial is effective the date that the change occurred. Since health care services are provided in good faith as long as the household is eligible, payments for any service through the date that the Form 117 is issued may be reimbursable expenditures. Also, the household will be held responsible for payment of any health care services received after they become ineligible.


- B. *Debts to Smith County.* Any former client being processed for fraud through the Smith County Indigent Health Care Office with an outstanding debt to Smith County, cannot reapply and acquire coverage from the Smith County Indigent Health Care Program until that outstanding balance is paid in full.
- C. *Payment Rates.* Smith County will only accept and pay the standard payment rate (*approximately Medicaid rates*), as determined by the Texas Department of State Health Services. Smith County will pay inpatient medical bills by percentage rates until further notice. The Smith County Commissioners Court reserves the right to reevaluate the payment method at any time; all parties will be notified if payment method changes.
- D. *Non-Mandated Providers.* Smith County has no financial responsibility for Non-Emergency Services or Prescriptions rendered to eligible resident by Non-Mandated Providers.

Approved this 2nd day of February, 2016, by the Smith County Commissioners Court.

  
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Joel Baker  
County Judge

  
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Jeff Warr  
County Commissioner  
Smith County, Precinct 1

  
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Cary Nix  
County Commissioner  
Smith County, Precinct 2

  
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Terry Phillips  
County Commissioner  
Smith County, Precinct 3



  
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JoAnn Hampton  
County Commissioner  
Smith County, Precinct 4