

ADMINISTRATIVE POLICY

- 1 A funding source(s) for OPTIONS services will be identified for all persons prior to the initiation of services
- 2 OPTIONS may elect to waive fees or provide scholarship funding at the discretion of OPTIONS Chief Executive Officer.
- 3 OPTIONS must be notified immediately of any change in a person's funding source. If a funding source declares a person ineligible for services, OPTIONS will notify the person, his/her conservator or guardian, and/or parent(s)/significant other(s) as applicable.

POLICY DATE: February 1996
REVISED: April 2004
REVISED: August 2007
REVISED: May 2012
REVISED: February 2014
REVIEWED: September 2015
REVISED: September 2016
REVIEWED: October 2017