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| <b>Policy Name:</b>             | <b>Registered Midwives Contracting<br/>Private Pay Clients Policy</b> | <b>Number</b>                 | <b>P17</b> |
| <b>Date Approved by Council</b> | <b>May 19:</b>  | <b>Revised by<br/>Council</b> |            |

**Purpose**

To ensure ethical and transparent financial accountability when registered midwives contract with clients who will pay privately for midwifery services.

**Background**

Registered Midwives have the capacity to provide more client courses of care than the number for which Alberta Health Services provides funding. There is a continuous waiting list of Alberta residents requesting midwifery care, some of whom may desire to privately pay for midwifery care if not accepted into care under the funding provided through Alberta Health Services.

**Policy**

**1. Contracting with Clients**

1.1 When contracting with private pay clients registered midwives will:

- Ensure clients are knowledgeable of the Alberta Health Services funding for midwifery care and the option of physician care throughout pregnancy and birth under the Alberta Health Care Insurance plan,
- Charge a total course of care fee no greater than what Alberta Health Services' contract with Registered Midwives provides,
- Provide the same level of services at the same standard of midwifery care to private pay as public pay clients,
- Provide to the client (and through client's to any third party payer) a clear, current and complete written fee schedule prior to contracting private pay service and beginning care,
- Enter into a written contract outlining services that are included in a total course of care, the fee schedule for this total course of care, proportion of fees per patient contact, how and when fees are to be paid,

- Provide accurate and complete receipts stating the midwifery care provided, payment amount received and date(s) of care provided.

1.2 When clients are using private health care insurance plans for reimbursement of fees, a registered midwife must report accurate information when assisting the client to obtain benefits under such health care insurance plans.

## **2. Schedule of payment**

2.1 Option for payment schedule will be discussed and contracted with the client. Prepayment for a complete course of care will be only one option for payment and presented along with periodic installment and post service payment options.

2.2 Prepaid fee will be promptly deposited in bank or financial institution account specified for this purpose alone and only the amounts for that portion of care provided will be transferred to general revenue.

2.3 If fees are prepaid the contract will include the process for refunding any portion of the fee for that part of the course of care not provided by the midwife within a reasonable time frame.

2.4 In the event the private pay client is referred to a physician and the midwife continues to provide that portion of the service within the midwifery scope of practice, the midwife may continue to charge fee for service.

## **3. Sale of supplies and products to clients**

3.1 Midwives may sell any supplies and products for client use, not provided as part of the contract for service, on a cost recovery basis.

3.2 Midwives must inform clients that they are not required to purchase supplies and products from the midwife in order to receive midwifery care and make it known that the client may purchase the same goods and products from other sources.

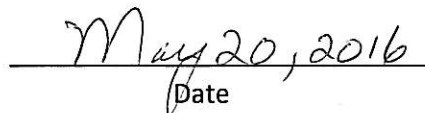
3.3 The supplies and product prices will be clearly posted for clients and public and will be consistent for all clients.

Approved by Council:



Diane Rach RM, President

College of Midwives of Alberta

  
Date