CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES
Michelle Baass | Director

NOTICE

Important Information About Program Fees

California Code of Regulations, Title 9, Division 4, Chapter 3, requires Driving-Under-the-Influence (DUI) programs to provide services to individuals who can document an inability to pay the program fee. If you feel you may be eligible for a maximum fee of no more than $5 per month or an extended payment schedule, you may request that the program conduct a financial assessment.

A financial assessment must be requested in writing. You may request a financial assessment at any time during program participation, whether you are already enrolled or in the process of enrolling into the DUI program. The DUI program is required to conduct the financial assessment within 5 days of your request.

You will be required to provide documentation of income at the time of the financial assessment interview. If you do not provide the required documentation, you will be charged the full program fee, as shown on the program's standardized payment schedule. The DUI program shall require a participant to provide the following documentation of income:

- **Award letter for general assistance or other public assistance; or**
- **Pay vouchers or pay stubs documenting salary for the prior two months; or**
- **Income tax returns for the prior calendar year**

The DUI program may accept other documentation of income at its option

Should you disagree with the results of the financial assessment, and have provided the program with documentation of income, you may submit a written request to the Department of Health Care Services to review the assessment. The request must be sent to:

Department of Health Care Services
Licensing & Certification Division
DUI Licensing Unit
P.O. Box 997413, MS 2602
Sacramento, CA 95899-7413
(916) 322-2964
DUIProviders@dhcs.ca.gov