

**MICHIGAN DEPARTMENT OF HEALTH & HUMAN SERVICES**  
**Minimum Program Requirements (MPRs)**  
Element: Family Planning

**ELEMENT DEFINITION:**

Title X Family Planning programs assist individuals and couples in achieving their desired number and spacing of children through the provision of quality, affordable, voluntary family planning services. These include provision of a broad range of acceptable, effective medically approved family planning methods (including natural family planning methods) and services (including pregnancy testing and counseling, assistance to achieve pregnancy, basic infertility, STI, preconception health and adolescent-friendly health services). Services are provided based on ability to pay. Family Planning services include the delivery of related preventive health services including patient education and counseling; cervical and breast cancer screening; and human immunodeficiency virus (HIV) prevention education, testing, and referral. The program is designed to provide contraceptive supplies, information, and services to all who want and need them, with priority given to persons from low-income families.

**MINIMUM PROGRAM REQUIREMENTS:**

1. Provide Family Planning services following Title X Requirements for provision of services: Services must be voluntary, provided without any coercion, provided in a client-centered manner that protects the dignity for the individual, provided without discrimination, with priority to individuals from low-income families, without residency or referral criteria, with safeguards for the privacy and confidentiality of individuals being served.  
**References:** 42 CFR (10-2021 edition) §59.5 (a)(2)-(6); 42 CFR §59.5 (b)(5); 42 CFR §59.10; Health Insurance Portability and Accountability Act of 1996 (HIPAA); The Privacy Act of 1974, 5 U.S.C. § 552a; Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 to 37.2804, Executive Directive 2019-09
2. Provide for orientation and in-service training for all project personnel.  
**Reference:** 42 CFR §59.5 (b)(4); MDHHS Michigan Title X Family Planning Standards & Guidelines; CFR Part 84; 29 CFR Part 1910 Subpart E.
3. Provide, to the maximum feasible extent, an opportunity for participation in the development, implementation, and evaluation of the project by persons broadly representative of all significant elements of the population to be served, and by others in the community knowledgeable about the community's needs for family planning services. Projects must provide for an advisory committee.  
**Reference:** 42 CFR §59.5 (b)(10); 42 CFR CH. 1§59.5 (a) (11)(i, ii); MDHHS Michigan Title X Family Planning Standards & Guidelines.
4. Provide for opportunities for community education, participation, and engagement to achieve community understanding of the objectives of the program; inform the community of the availability of services; and promote continued participation in the project by diverse persons to whom family planning services may be beneficial to ensure access to equitable, affordable, client-centered, quality family planning services.  
**Reference:** 42 CFR §59.5 (b)(3)(i-iii)

5. Provide for billing and collecting client fees to include the following: Clients with family income at or below 100% of the Federal Poverty Level (FPL) are not charged, except where payment will be made by an authorized third party. Charges for services to clients with family income between 101-250% of FPL are charged in accordance with a schedule of discounts based on ability to pay. Charges to clients with family income that exceeds 250% of FPL will be made in accordance with a schedule of fees designed to recover the reasonable cost of providing services.  
**References:** 42 CFR §59.5 (a)(7)-(9).
6. Provide that where there is a third party (including a government agency) authorized or legally obligated to pay for services, all reasonable efforts are made to obtain the third-party payment without application of any discounts. Where the cost of services is reimbursed under title XIX, XX, or XXI of the Social Security Act, an agreement is required.  
**Reference:** 42 CFR §59.5 (a)(10)
7. Provide that all services purchased for project participants will be authorized by the project director or their designee on the project staff. And provide that any family planning services provided by contract or other similar arrangements with other service providers are provided in accordance with a plan which establishes rates and method of payment for care. These payments must be made under agreements with a schedule of rates and payments procedures maintained by the agency. The agency must be prepared to substantiate that these rates are reasonable and necessary.  
**Reference:** 42 CFR §59.5 (b)(7,9).
8. Provide all core family planning services as outlined in *Providing Quality Family Planning Services (QFP): Recommendations of the CDC and U.S. Office of Population Affairs*. These include a broad range of acceptable and effective medically approved family planning methods (including natural family planning methods) and services (including pregnancy testing and counseling; assistance to achieve pregnancy; basic infertility services; STI services; preconception health services; and adolescent-friendly health services); and related preventive health services.  
**References:** 42 CFR §59.5(a)(1); 42 CFR CH. 1 §59.5 (b)(1); 42 CFR §59.5 (a)(5); MMWR/ April 25, 2014/Vol 63 /No. 4. *Providing Quality Family Planning Services; Recommendations of CDC and the US OPA*; MMWR/ July 29, 2016/Vol.65/No.4. *US Selected Practice Recommendations for Contraceptive Use, 2016*; MMWR/ Centers for Disease Control and Prevention (CDC) *Selective Practice Recommendations (SPR)*; MMWR/July 29, 2016/Vol 65/No.3 *US Medical Eligibility Criteria for Contraceptive Use, 2016*; MMWR/Vol.70/No.4 *Sexually Transmitted Infection Treatment Guidelines, 2021*. *Michigan Title X Family Planning Standards & Guidelines*
9. Provide family planning and related preventive health services to minors in an adolescent-friendly manner consistent with Title X legislative mandates.  
**Reference:** 42 CFR CH.1 § 59.5 (a)(1); *Legislative Mandates in Title X appropriations related to services to minors*.
10. Provide family planning medical services under the direction of a clinical services provider with special training or experience in family planning.  
**Reference:** 42 CFR §59.5 (b)(6)

11. Provide for emergency medical management to address emergency situations.  
**Reference:** *29 CFR 1910, subpart E; 42 CFR §59.5 (b)(1)*
12. Projects must operate in accordance with federal and state law regarding the provision of pharmaceuticals including, security and record keeping for drugs and devices.  
**Reference:** *42 CFR §59.5 (b)(1); PA 368 Sec. 333.17745, 333.17745a, 333.1774.*
13. Projects must operate in accordance with federal and state law and guidelines regarding the provision of laboratory services related to family planning and preventive health.  
**Reference:** *42 CFR §59.5 (b)(1); 29 CFR 1910.1030; 42 CFR 493*
14. Projects must establish a medical record for all clients who receive clinical services, including pregnancy testing, counseling and emergency contraception. Medical records must comply with Health Insurance Portability & Accountability Act (HIPAA) privacy and security standards and document quality care standards.  
**Reference:** *42 CFR §59.5 (b)(1); Health Insurance Portability and Accountability Act of 1996 (HIPAA)*
15. Provide for coordination and use of referrals and linkages with primary healthcare providers and other providers of healthcare services, local health and human services departments, hospitals, voluntary agencies, and health services projects supported by other federal programs. And provide for social services related to family planning, including counseling, referral to other social and medical services agencies, and ancillary services which may be necessary to facilitate clinic attendance. Provide that referral services are as convenient as feasible to promote access to services.  
**References:** *42 CFR §59.5 (b)(8); 42 CFR §59.5 (b)(2)*

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