CommonSpirit

CommonSpirit Health Financial Assistance Guideline for National Health Service Corps (NHSC) Locations

I. Purpose

To provide guidance regarding the application of Financial Assistance within NHSC-approved sites at CommonSpirit Health.

II. Definitions

Family Income: includes gross wages; salaries; tips; income from business and self-employment; unemployment compensation; workers' compensation; Social Security; Supplemental Security Income; veterans' payments; survivor benefits; pension or retirement income; interest; dividends; royalties; income from rental properties, estates, and trusts; alimony; child support; assistance from outside the household; and other miscellaneous sources.

III. Protocol/Process

In accordance with the NHSC guidelines, a patient who qualifies for Financial Assistance will receive free or discounted EMCare. A patient is **not** required to apply for medical assistance, before being screened for or provided Financial Assistance. In addition, credit checks, payment history, Medicaid denial letters, asset tests, or net worth (combining assets and income) tests will **not** be used to determine eligibility.

Financial Assistance will be based on income and family size **only**. No other factor (e.g., assets, insurance application and/or coverage, citizenship, population type) can be used to assess eligibility. Sites must not require Medicare, Medicaid, or Children's Health Insurance Program (CHIP) application or proof of denial before allowing a patient to apply and be eligible for the Sliding Fee Discount Program.

Income verification: Applicants may provide one of the following: prior year W-2, two most recent pay stubs, letter from employer, or Form 4506-T (if W-2 not filed). Self-employed individuals will be required to submit details of the most recent three months of income and expenses for the business. Adequate information must be made available to determine eligibility for the program. Self- declaration of Income may be used. Patients who are unable to provide written verification may provide a signed statement of income.

All other terms set forth in CommonSpirit Governance Policy Finance G-003, Financial Assistance, remain unaltered.