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Owner: Marley Koons: CFO
Policy Area: Financial
Scopes: ALL

Financial Aid Policy

Policy:

Patient care at Kearny County Hospital will be discounted for those individuals and families who meet the criteria based off of the Poverty Income Guidelines established by The United States Department of Health and Senior Services measured on family unit size and household income. No one will be denied emergency or lifesaving care based on their ability to pay, or on the basis of age, sex, race, creed, disability, sexual orientation or national origin.

Procedure:

A. SPECIFIC CRITERIA:

1. All insured individuals or families whose deductible/co-insurance is higher than the amount they can afford will be eligible for financial aid providing all criteria are met.
2. Individuals or families experiencing a gap in insurance coverage are eligible to apply for financial aid for healthcare services during that time period providing all criteria are met.
3. Patients determined to be homeless are eligible to apply for financial aid providing all criteria are met.
4. Self-pay individuals or families are eligible to apply for financial aid providing all criteria are met.

B. Income will generally be defined as cash received by the individual or family unit from the following sources:

1. Wages from employment
2. Unemployment benefits
3. Workman's Compensation benefits
4. Pension or retirement benefits
5. Social Security benefits
6. Medicaid grants
7. Veteran's benefits
8. Child support payments
9. Alimony payments

10. Other known income

C. Individuals or families not eligible for discounts:

1. Individuals or families who do not meet the criteria outlined in the above section.
2. Individuals or families who do not complete the financial aid application.

D. Family Unit Definition. In making application for discounted services, the patient is asked to provide a list of family members and their respective incomes. Those persons who should be considered part of the family are defined below:

1. Patient
2. Spouse of Patient, if residing with patient.
3. Patient's minor children (age 18 and under), if residing with patient and being claimed as a dependent on the patient's federal tax form.
4. Newborns can be claimed as a family unit member only after their birth.
5. Other persons who are supported by the patient, regardless of age, provided they are being claimed as dependents on the patient's federal tax forms or would qualify for claiming on tax forms in the event the patient is not required to file taxes.
6. Significant other person (regardless of gender): In general, persons who merely live together and have no relationship with each other, are not counted in determining discount ability. The following cases are exceptions to this general rule:
7. Emancipated Minors: A minor will be considered emancipated if the minor is "free from the care, custody, control, and services of their parents." If the minor child is claimed or claimable on the parent's tax forms, the child cannot be considered emancipated.

E. Financial aid applications may be submitted before, during or after an episode of care. The patient/family must submit a completed application within 60 days of the date of service or discharge. Determinations of eligibility will normally be made within 30 days of receipt of all required documentation.

F. Once the financial aid application has been approved, the patient will be notified of the eligible financial aid discount. The patient has 30 days from the 1st invoice issued (after financial aid approval) to make financial arrangements with the Financial Counselor. After the first patient payment is received, the financial aid discount will be applied to the account(s). If financial arrangements are not made the patient's account will be turned over to collections for the full amount billed.

G. Once the individual or family has been designated as eligible for financial aid, they are responsible for notifying Kearny County Hospital's Financial Counselor of any change in their household numbers or income. After six months, reapplication for financial aid is necessary. If the individual or family has been designated as ineligible for financial aid, they are able to reapply for financial aid after six months or a significant change in their household number or income.

H. Installment payments shall not exceed 24 months without administrative approval. Monthly payments will not exceed 10% of patient's monthly family income, which could extend the payment plan beyond 24 months.

I. Exclusions from financial aid are supplies, drugs and ultrasounds. Kearny County Hospital reserves the right to change exclusions on a case by case basis.

J. In the case of inpatient services (acute, observation and skilled swing bed stays) cash assets, cash, checking, savings and/or money market accounts, certificates of deposits, mutual funds and/or bonds that

may be cashed or other convertible investments will be considered when determining financial aid. In such cases, the patient could be considered a full pay patient.

Total annual financial aid shall not exceed a level which will risk the financial sustainability of Kearny County Hospital.

Kearny County Hospital shall adopt the Poverty Income Guidelines established by The United States Department of Health and Senior Services as the financial qualification criteria for charity discounts, which is updated each year. Kearny County Hospital allows a declining discount until the family unit's income reaches 200% of the adjusted threshold – at which point there would be no discount.

The Governing Board of Kearny County Hospital reserves the right to revise or rescind this policy and the charge schedule in whole or part at any time and without notice.

Attachments

[FCRA Authorization - ALL_DATASOURCE.pdf](#)

Approval Signatures

Approver	Date
Policy and Procedure Committee	01/2020
David Hofmeister: COO	01/2020

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