



POLICY

Policy Number:	BAR-0001	Policy Name:	Charity Care
Department:	All Proliance Workforce Members		
Effective Date:	January 1, 2006	Last Revision Date:	September 21, 2015
Approved By:		Approved Date:	March 18, 2009

Purpose:

In an effort to provide care to the indigent population, Highlands Surgery Center, a division of Proliance Surgeons, Inc., P.S. allows a charity care discount of up to 100% off the total visit cost.

Policy:

The charity care discount of up to 100% will be extended to eligible patients upon notification and application (form provided by Highlands Surgery Center) from the patient that the patient meets Proliance-identified criteria noted below. A patient's application for charity care will be reviewed by Highlands Surgery Center's Charity Care Committee and the patient shall be notified in writing of the committee's decision and award of funds.

Scope:

This policy applies to all Proliance workforce members.

Procedure:

In order to qualify for the charity care discount, patients must satisfy the following conditions:

1. If physician or clinic is an Apple/Medicaid provider, the patient's monthly income must be at, or below, 150% of the Federal Poverty Level (see table below); or

The 2015 Poverty Guidelines	
Persons in family	150% Poverty guideline
1	\$17,655
2	23,895
3	30,135
4	36,375
5	42,615
6	48,855
7	55,095
8	61,335
For families with more than 8 persons, add \$4,160 for each additional person.	

2. If physician or clinic is not an Apple/Medicaid provider, and the patient presents with a valid, current Apple/Medicaid coupon:
 - a. The physician elects to see the patient;
 - b. The patient acknowledged financial responsibility.

Responsibility:

The physician or patient account representative shall determine the discount percentage or flat fee for the service based upon the patient's ability to pay. The discount percentage and the dollar amount shall be noted on the receipt. The discount shall be posted at the same time as the payment using a specific charity care discount code.

References:

1. United States Dept. of Health and Human Services Poverty Guidelines, 2015;
2. Federal Register, January 22, 2015, volume 74, Number 14.