Financial Assistance Application

PLEASE REMEMBER THIS IS NOT AN INSURANCE PLAN — it is a charitable care program and there is no established fund. there is no money exchanged for services by any CMC physician/practice. All renewal applications must be received 30 days prior to expiration date in order to process timely in order to avoid a break in coverage

All the guidelines below must be followed in order to consider your application

- NH Residency is required. Proof of residency can be provided in several different ways, i.e., driver's license, utility bills, pay stubs, letter from landlord or car registration. If you are unable to provide proof of residency, the head of household may write a letter indicating how long the individual/family has been living there and how long they intend to stay.
- If you are applying for assistance for your spouse as well as yourself, both parties must sign the application. **If you are applying for a child under the age of 18, you must provide proof of denial from the Children's Medicaid Program before he/she can be considered for assistance.**
- Please fill out the application as completely as possible because your application will be returned to you for additional information and this will significantly delay our decision.
- Please pay close attention to the document requirements that must be attached

INCOME VERFICATIONS OR EXPLANATIONS REQUIRED

1. Attach all of the information on the checklist (located on the next page) that pertains to your situation.
2. **If you are not working and have no income whatsoever, please include a written statement from the person who is providing support to you at this time**. This statement in no way makes them responsible for your bill.
3. If you are not working and have no income and have no support from anyone, we will need a letter from you explaining your current situation before we can process the application.

Complete all sections on the form, including signature and date and return the application to Catholic Medical Center, Patient Financial Services Department, POB 3240, Manchester, NH 03105, Attention: Melissa Sylvain at 603.663.8772 or melissa.sylvain@cmc-nh.org

IF YOU HAVE ANY OUTSTANDING BALANCES WITH US, YOUR ACCOUNTS WILL NOT BE PLACED ON HOLD UNTIL THE APPLICATION IS RECEIVED.

If you have not received notification within 30 days after you've submitted the application or if you have any additional questions, please contact our office at 603.663. 8772.

CMC
CATHOLIC MEDICAL CENTER
a member of GraniteOne Health

NH Health Access NETWORK
financial help – for your health

Dear Applicant:

You may be able to get financial help from Catholic Medical Center and possibly other healthcare organizations.

The NH Health Access Network is a group of hospitals, doctors and other health care providers in New Hampshire that work together to help children and adults when they can't afford the health care they need.

To get financial help through the NH Access Network with out of pocket expenses you must have active health insurance that is accepted by an in-network provider. Financial assistance may be available for those who do not have insurance, please contact a financial counselor at 603-663-8772.

To find out if you or your household qualifies, you must give us proof of your income. Please fill out the attached application and sign it. Then, please send us that application and a COPY of each of the following for your household:

	Documentation Required for processing	**Attached**	**Not Applicable**
	Complete copy of your most recent Federal Income Tax Return and all schedules		
	Copies of most recent W-2 forms		
	Copies of the three (3) most recent, consecutive paycheck stubs or a statement from the employer.		
	Copies of the three (3) most recent bank statements (e.g., savings, checking, money market, IRA, 401K, etc.) **ALL PAGES**		
	Copies of unemployment or disability compensation benefits statements		
	Copies of pension benefits stubs		
	Copies of social security income (yearly benefits statements, copy of check or direct deposit)		
	Copy of Food Stamp allocation		
	Copies of government assistance notices (including Department of Health & Human Services and Medicaid Spend Down Letter)		
	Copies of Denial notices from Medicaid, including Premium Assistance Plan		
	Copies of financial subsidies notices from Marketplace		

Please use this checklist to be sure we have all the information we need to quickly and correctly process your application. We may ask you for additional information about your credit evaluation and income tax return. The information you provide is confidential.

You will continue to be financially responsible for any services you receive until we have learned whether you qualify for help.

If you have not heard from us in 30 days after returning your application, or you need help in understanding it, please call Melissa at 603.663.8772

Financial Assistance Application

CMC CATHOLIC MEDICAL CENTER a member of GraniteOne Health

NH Health Access NETWORK financial help – for your health

1. Patient's Information:

Last Name *First Name* *Middle Initial* *Social Security Number* *Date of Birth*

Street Address *City* *State* *Zip code* *Length of time at address*

Mailing Address *City* *State* *Zip code*

Home Phone Number *Work Phone Number*

☐ Single ☐ Married ☐ Civil Union
☐ Separated ☐ Divorced ☐ Widowed
☐ US Citizen ☐ NH Resident

2. Person Responsible for Paying the Bill

Last Name *First Name* *Middle Initial* *Relationship to Patient* *Social Security Number*

Address if Different From Patient's *Home Phone Number* *Work Phone Number*

Name of Insurance Company *Effective Date*

3. **Please indicate ALL people living in the household, including applicant: Use additional sheet of paper if needed

	NAME	*RELATIONSHIP TO PATIENT*	*DATE OF BIRTH*	*SOC. SECURITY#*	*Applying Yes/No*
1		**Self**			
2					
3					
4					
5					
6					

4. Is this application for future or past services? ☐ Future ☐ Past Date(s) of Services:_____

5. Please fill out if anyone in your household has insurance:

Health insurance (Plan/Name)_____ , Health savings account(circle) – Yes No **Who:**

Policy #/ID# Deductible Amount:

Medicare Part A___, Medicare Part B___ Receives assistance to pay Medicare Part B_____ **Who:**

6. Has anyone in your household applied for Medicaid? ☐ Yes ☐ No

Who:_____ If Yes and denied please provide copy of the Medicaid denial notice.

7. Have you applied for financial assistance at another facility? ☐ Yes ☐ No If yes, where:_____

8. Is anyone in your household pregnant? ☐ Yes ☐ No

9. Has anyone in your household served in the military? ☐ Yes ☐ No Who:_____

10. Have you recently filed a workers' compensation or motor vehicle accident claim? ☐ Yes ☐ No Date: _____

11. Is anyone in your household eligible for Social Security benefits? ☐ Yes ☐ No Who:_____

12. Does anyone else claim you on their income tax return? ☐ Yes ☐ No Who:_____

13. HOUSEHOLD INFORMATION

	PERSON 1	PERSON 2	PERSON 3
***NAME of each household member:**			
Name of employer:			
Gross Monthly Income From:			
Employment:	$	$	$
Self-Employment:	$	$	$
Investment Accounts:	$	$	$
Real Estate rentals:	$	$	$
Unemployment: (since (__/__/__)	$	$	$
Retirement: (Soc. Security, Pension, Annuity)	$	$	$
Alimony/Child Support:	$	$	$
Public Assistance, Food Stamps:	$	$	$
Other Income:	$	$	$
Savings and Investments:			
Checking Account Balances	$	$	$
Savings & CD Account Balances	$	$	$
IRAs, 403B, 401K: Specify:	$	$	$
Other savings and investments: Specify:	$	$	$
Other:			
Automobile: Year, Make, Model?			
Recreational Vehicle: Year, Make, Model?			

14. HOUSEHOLD EXPENSES

Monthly Rent Payment: $_____ or Mortgage Payment: $_____ Mortgage Loan Balance $_____

Property Tax Amount Not Included in Payment Amount Above: $_____ Value of Home: $_____

Do You Own Property Other Than Primary Residence? ☐ Yes ☐ No If Yes, Value $_____ Mortgage balance:$_____

If other property is a business, list address:_____

Monthly Loan Payment: $ _____ Paid to: _____ For: _____

Medicare Part D deducted from Social Security check: ☐ Yes ☐ No Amount:$ _____

Utilities	$	Insurance (Auto/Life/Property)	$	Other:	$
Alimony/Child Support	$	Health Insurance Premium	$	Other:	$
Child Care	$	Healthcare Bills	$	Other:	$
Living (gas, food, clothes)	$	Medications	$	Other:	$

15. ASSIGNMENT OF RIGHTS *Read Carefully*

By signing below I authorize the request for my credit report and/or tax return. I understand that a tax return is needed to process this application and that more information may be requested before my eligibility can be determined.

In the event that I have not fully disclosed, or have inaccurately represented, any income or assets, any agreement to provide you with a charitable care discount would be null and void and would be retroactive back to the date the bills were owed. I may be liable for any/all legal fees during the collection process.

All adult household members who sign below authorize the release of any medical, financial or employment information which relates directly to their health care or to their financial assistance eligibility. This information may be released to any health care providers from whom household members have sought health care services or financial assistance. All information provided will remain confidential under the provisions of HIPAA federal regulations. Elective procedures might not be considered for assistance.

I agree that I will repay the full financial assistance award if I receive payment of any kind for the medical services covered by this application, for example insurance payments, government program payments, award from a lawsuit or any other payment.

If I receive Financial Assistance, I agree to tell the organization where I first applied of any changes which could impact eligibility, including changes to family size, income and health insurance coverage. I understand that if my/our medical situation changes so that I/we might be eligible for a public assistance program, I will need to apply to that program and provide proof of application.

_____ _____ _____ _____

Applicant Signature *Date* *C0-Applicant Signature* *Date*