

Charity Care Guidelines

Johnson County Hospital, Tecumseh NE

The Business Office Manager will assume overall responsibility for the administration of the charity care program of Johnson County Hospital. All formal requests by patients with outstanding accounts will be forwarded to the Business Office Manager for determination.

PROCEDURE:

1. Upon request by a patient for charity care or reduction of charges, the Patient Accounts Staff will provide the patient with a charity care application including a tax statement requirement.
2. Upon receipt of the application, the Patient Accounts Staff will verify the completeness of the application. If the application is complete, it will be forwarded to the Business Office Manager.
3. Each application will be reviewed on a case by case manner. The Business Office Manager will utilize a slide fee schedule based on the current year's federal poverty lines by family size. The format is as follows:

Family Size	100%	75%	50%	25%
1	\$10,400	\$13,000	\$15,600	\$20,800
2	\$14,000	\$17,500	\$21,000	\$28,000
3	\$17,600	\$22,000	\$26,400	\$35,200
4	\$21,200	\$26,500	\$31,800	\$42,400
5	\$24,800	\$31,000	\$37,200	\$49,600
6	\$28,400	\$35,500	\$42,600	\$56,800
7	\$32,000	\$40,000	\$48,000	\$64,000
8	\$35,600	\$44,500	\$53,400	\$71,200
Additional Family Members Add	\$3,600	\$4,500	\$5,400	\$7,200

The slide fee schedule will be used as a guideline for the eligible portion of the patient's outstanding accounts available for charity care.

4. Johnson County Hospital reserves the right to deny patients, even if they meet poverty guidelines, if their assets are above an acceptable level.
5. Eligibility of each applicant will be made based on received and reviewed documentation and approved by authorized individuals based on the following:

Amount to be written off as Charity Care	Proper Authorization
\$0 to \$999.00	Business Office Manager
\$1,000.00 to \$4,999.00	CEO
\$5,000.00 or higher	Board of Trustees

6. Documentation must be included in the patient's collection file and a patient charity care log.
7. The determination of charity care write off, the remaining account balance, and payment plan will be forwarded to the patient by the Patient Accounts Staff. The patient must agree to the payment set forth in the determination to receive the charity care write off. The patient is not eligible for charity care for three years after the determination.