



PATIENT FINANCIAL SERVICES
POLICY & PROCEDURE

POLICY NUMBER:
PFS-S-02
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Effective Date: 12/02/2020
Revised Date:
Review Date: 12/02/2020, 6/9/2021

SLIDING FEE DISCOUNT PLAIN LANGUAGE SUMMARY

APPROVED BY: ___Janice Freet, CFO_____ **Date:** ___6/9/2021_____

POLICY

Little Colorado Medical Center offers financial assistance through its Care Assistance Program to patients unable to pay for emergency or medically necessary care.

Eligibility Requirements and Assistance Offered

Eligibility for the sliding fee scale is based on multiple factors, including condition and care required, insurance coverage or other sources of payment (including personal injury claims), income (Federal Poverty Level guidelines used to determine the amount of financial assistance offered), and family size.

Patients must comply with the application process, including submitting tax returns and/or pay stubs. Patients will also have the option to complete the application process for all available sources of assistance, which may include Medicaid Assistance.

PROCEDURE

How to Apply for Assistance

The patient or any person involved in the care of the patient, including a family member or provider, can express financial concerns during the patient’s care. The patient or responsible party will then be encouraged to complete a Sliding Fee Discount Application.

The sliding fee scale is limited to medical care provided at Little Colorado Physicians Office. Little Colorado Physician’s Office will uphold the confidentiality and dignity of each patient, and any information submitted for consideration of financial assistance will be treated as protected health information under the Health Insurance Portability and Accountability Act (HIPPA).

Where to Obtain Copies

Little Colorado Physicians Office’s Sliding Fee program and Application are available free of charge by contacting us at 1-928-289-3396 and requesting a copy by mail. The policy and application are also available online at www.lcmcmh.com/Patients---Visitors for downloading and printing. Copies of the policy and application are also available at the front desk and the Business Office.

Contact for Information and Assistance

Additional information about the Sliding Fee Program and assistance with the application process can be obtained from Patient Financial Services:

- Online at www.lcmcmh.com/Patients---Visitors
- You may also call 1-928-289-6369 or visit our Business Office

No More Than Amount Generally Billed (AGB)

A patient determined to be eligible for sliding fee scale may not be charged more than the amounts

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generally billed for emergency or other medically necessary care to patients who have insurance for such care.