Valleywise Health Administrative Policy & Procedure

Effective Date: 11/15
Reviewed Dates: 06/18, 06/20, 05/22
Revision Dates: 03/16

Policy #: 99021 G – Finance

Policy Title: Financial Assistance

Scope: [X] District Governance (G)
[ ] System-Wide (S)
[ ] Division (D)
[ ] Multi-Division (MD)
[ ] Department (T)
[ ] Multi-Department (MT)
[ ] FQHC (F)

Purpose:
To identify and assist patients who do not qualify for a health care benefit program, or lack the financial resources to meet their total financial responsibility for services rendered

Policy:
Given the responsibility of the Board of Directors to manage the District’s resources in a fiscally responsible manner to ensure that the population it serves receives appropriate health care, it is the policy of the Board that:

a. all patients who come to Valleywise Health will receive appropriate treatment regardless of their ability to pay, and;
b. that all patients are expected to pay for those services based on their resources, and;
c. the financial assistance plans and processes adopted to implement this policy will be consistent with the District’s available resources.

A means test will be applied via a resource assessment process, which may permit the patient’s charges to be reduced, through such programs as a sliding fee schedule, discounts against billed charges, payment arrangements, and or other fair and equitable procedures.
In the case where a patient comes to Valleywise Health for elective or non-emergent procedures, appropriate financial and resource counseling and assessment for potential enrollment in a health care benefit program or participation in the financial assistance program(s) will be conducted. All payment arrangements will be constructed with due regard for the District’s available resources.

References:

Valleywise Health Federally Qualified Health Center Clinics Sliding Fee Discount Program and Schedule #23624 D, and

Board Policy Statement 99006 G - Discounts
Valleywise Health Policy & Procedure - Approval Sheet
(Before submitting, fill out COMPLETELY.)

**POLICY RESPONSIBLE PARTY:** Melanie Talbot, Chief Governance Officer and Clerk of the Board

**DEVELOPMENT TEAM(S):** Finance Department

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**e-Signers:** Melanie Talbot, Chief Governance Officer and Clerk of the Board

**Place an X on the right side of applicable description:**

- New -
- Retire -
- Reviewed - X

- Revised with Minor Changes -
- Revised with Major Changes -

**Please list revisions made below:** (Other than grammatical changes or name and date changes)

Reviewed and Approved by in Addition to Responsible Party and E-Signer(s):

**Committee:** N/A

**Committee:** N/A

**Committee:** N/A

**Reviewed for HR:** N/A

**Reviewed for EPIC:** N/A

**Other:** N/A

**Other:** Maricopa County Special Health Care District Board of Directors 05/22