



Financial Assistance Application Form Instructions – SFS

This is an application for financial assistance at Newport Health Center.

Washington State requires all hospitals to provide financial assistance to people and families who meet certain income requirements. You may qualify for free care or reduced-price care based on your family size and income, even if you have health insurance. <http://newporthospitalandhealth.org/patients-families/patient-financial-services/charity-careuncompensated-services/>

What does financial assistance cover? Newport Hospital & Health Services is committed to the provision of Health Care services to all persons in need of medical attention, regardless of ability to pay. ***Financial assistance may not cover all health care costs, including services provided by other organizations.***

If you have questions or need help completing this application:

Please contact: Patient Financial Services (509) 447-9351 or (800) 256-3727

You may obtain help for any reason, including disability and language assistance.

In order for your application to be processed, you must:

- Provide us information about your family**
Fill in the number of family members in your household (family includes people Related by birth, marriage, or adoption who live together)
- Provide us information about your family's gross monthly income (income before taxes and deductions)**
- Provide documentation for family income**
- Attach additional information if needed**
- Sign and date the form**

Note: You do not have to provide a Social Security number to apply for financial assistance. If you provide us with your Social Security number it will help speed up processing of your application. Social Security numbers are used to verify information provided to us. If you do not have a Social Security number, please mark "not applicable" or "NA."

Mail or fax completed application with all documentation to: Newport Hospital & Health Services, Attn: Patient Financial Services 714 W Pine St. Newport, WA 99156. Be sure to keep a copy for yourself.

To submit your completed application in person: Newport Hospital & Health Services has 2 locations you can speak with a Financial Counselor. **Newport Hospital Main Admissions, please request to speak with a financial counselor.** You can also go to the Patient Financial Services office located at: 610 W 2nd St., Newport, WA 99156, Monday through Friday 8:00 am to 4:30 pm (Excluding Holidays).

We will notify you of the final determination of eligibility and appeal rights, if applicable, within 14 calendar days of receiving a complete financial assistance application, including documentation of income.

By submitting a financial assistance application, you give your consent for us to make necessary inquiries to confirm financial information.

**We want to help. Please submit your application promptly!
You may receive bills until we receive your information.**



Newport Hospital & Health Services

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Please fill out all information completely. If it does not apply, write "NA."

Please attach additional pages if needed.

SCREENING INFORMATION

Do you need an interpreter? Yes No *If Yes, list preferred language:*

Has the patient applied for Medicaid? Yes No

Does the patient receive state public services such as TANF, Basic Food, or WIC? Yes No

Is the patient currently homeless? Yes No

Is the patient's medical care need related to a car accident or work injury? Yes No

PLEASE NOTE

- We cannot guarantee that you will qualify for financial assistance, even if you apply.
- Once you send in your application, we may check all the information and may ask for additional information or proof of income.
- Within 14 calendar days after we receive your completed application and documentation, we will notify you if you qualify for assistance.

PATIENT AND APPLICANT INFORMATION

Patient first name		Patient middle name		Patient last name	
<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other (may specify _____)		Birth Date		Social Security Number (optional*)	
				<i>*optional, but needed for more generous assistance above state law requirements</i>	
Person Responsible for Paying Bill		Relationship to Patient	Birth Date	Social Security Number (optional*)	
				<i>*optional, but needed for more generous assistance above state law requirements</i>	
Mailing Address				Main contact number(s)	
_____				() _____	
_____				() _____	
City State Zip Code				Email Address:	
_____				_____	
Employment status of person responsible for paying bill					
<input type="checkbox"/> Employed (date of hire: _____) <input type="checkbox"/> Unemployed (how long unemployed: _____)					
<input type="checkbox"/> Self-Employed <input type="checkbox"/> Student <input type="checkbox"/> Disabled <input type="checkbox"/> Retired <input type="checkbox"/> Other (_____)					

FAMILY INFORMATION

List family members in your household, including you. "Family" includes people related by birth, marriage, or adoption who live together.

FAMILY SIZE _____

Attach additional page if needed

Name	Date of Birth	Relationship to Patient	If 18 years old or older: Employer(s) name or source of income	If 18 years old or older: Total gross monthly income (before taxes):	Also applying for financial assistance?
					Yes / No
					Yes / No
					Yes / No

All adult family members' income must be disclosed. Sources of income include, for example:

- Wages - Unemployment - Self-employment - Worker's compensation - Disability - SSI - Child/spousal support
- Work study programs (students) - Pension - Retirement account distributions - Other (*please explain* _____)



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INCOME INFORMATION

REMEMBER: You must include proof of income with your application.

You must provide information on your family's income. Income verification is required to determine financial assistance. All family members 18 years old or older must disclose their income. If you cannot provide documentation, you may submit a written signed statement describing your income. Please provide proof for every identified source of income.

Examples of proof of income include:

- A "W-2" withholding statement; or
- Current pay stubs (3 months); or
- Last year's income tax return, including schedules if applicable; or
- Written, signed statements from employers or others; or
- Approval/denial of eligibility for Medicaid and/or state-funded medical assistance; or
- Approval/denial of eligibility for unemployment compensation.

If you have no proof of income or no income, please attach an additional page with an explanation.

ADDITIONAL INFORMATION

Please attach an additional page if there is other information about your current financial situation that you would like us to know, such as a financial hardship, seasonal or temporary income, or personal loss.

PATIENT AGREEMENT

I understand that Newport Hospital & Health services may verify information by reviewing credit information and obtaining information from other sources to assist in determining eligibility for financial assistance or payment plans.

I affirm that the above information is true and correct to the best of my knowledge. I understand if the information I give is determined to be false, the result will be denial of financial assistance, and I will be responsible for and expected to pay for services provided.

Signature of Person Applying

Date