O’Connor Hospital
Financial Assistance Policy and Application
January – December 2024

O’Connor Hospital provides an annually determined, standard discount to all patients not otherwise covered for medically necessary services. The 2023 discount of 56% is automatically applied and is reflected on your billing statement. Should you need additional assistance in covering your medical bills, we strongly encourage you to apply for Financial Assistance using the application provided below.

O’Connor Hospital’s Financial Assistance Policy provides free or discounted care to uninsured and underinsured individuals and families who have difficulty paying for the total cost of their medical care, including emergency medical treatment. Emergency medical treatment and medically necessary services are provided in all cases, regardless of an individual's inability to pay. So that we are able to serve as many people as possible under this program, applicants must meet certain eligibility requirements. All Bassett Healthcare patients may apply for the Financial Assistance program regard-less of the location of their residence. This is not a health insurance policy and does not meet the criteria for a qualified health plan under the Affordable Care Act. We strongly encourage and offer assistance in applying for long term insurance coverage if determined eligible. The application is only valid for the approved timeframes specified below. Separate applications are available for each Bassett Healthcare Network Hospital.

What services are not covered by this policy?
Services provided at O’Connor Hospital by non-Bassett physicians or other third-party healthcare providers. You may also contact the hospital at (607) 547-3480 or 1-800-642-0455 if you have questions as to whether your physician services are covered by this policy. As of the publication of this application, services performed by the following physician are not covered under this policy. Please check the physician list at www.bassett.org for a current listing:

Dr. Baburao Samudrala 460 Andes Road Delhi, New York 13753 (607)746-6266

Services excluded from the Financial Assistance Program are:
- Pharmacy
- Hearing Aids and Durable Medical Equipment
- Oral Surgery
- Any date of service more than two hundred forty (240) days prior to the mailing of the first post-discharge statement
- Services provided at O’Connor Hospital by non-Bassett physicians or other third-party healthcare providers. Currently all physician services performed at O’Connor Hospital are covered under this policy. You may contact the hospital at (607) 547-3480 or 1-800-642-0455, or visit www.bassett.org if you have questions as to whether your physician services are covered by this policy.

What are the qualifications for financial assistance?
To qualify for financial aid through the Financial Assistance Program, the services and application must meet the following requirements:

Assistance for Non-National Health Services Corporation approved sites:
- Application for New York State Medicaid (for assistance applying for NYS Medicaid go to http://www.nystateofhealth.ny.gov/, contact the Medicaid Helpline (800) 541-2831 or contact our the Bassett Healthcare Network, Financial Counseling office at (607) 547-3093
- Household Size
- Household income

For National Health Services Corporation approved sites (for a list of all National Health Services Corporation approved locations please visit www.bassett.org)
- Household Income
- Household Size

Financial assistance applications will be accepted for future services within 60 days following the application date, limited to scheduled services not excluded from the program. Prior services not more than 240 days from the date of mailing of the first post-discharge statement are also eligible.

For each additional person, add

Household Size       Medicaid (100-138%)         NYS Essential Plan (139-200%)         Federal Subsidy (139-400%)

<table>
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<th>Household Size</th>
<th>100%</th>
<th>133%</th>
<th>138%</th>
<th>150%</th>
<th>200%</th>
<th>250%</th>
<th>300%</th>
<th>350%</th>
<th>400%</th>
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<td>$131,800</td>
<td>$158,160</td>
<td>$184,520</td>
<td>$210,880</td>
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Note: Any applicant that has verified income below the federal poverty limit (FPL), as indicated on the included chart, is eligible for financial assistance as long as all program requirements are met.

While all applicants are required to complete all sections of the application and meet all program requirements, O’Connor Hospital reserves the right, in its sole discretion, to waive application requirements for sufficient cause shown consistent with applicable federal and state law.
How do I apply for financial assistance?

An application for financial assistance requires:

- A fully completed, signed and dated application (included).
- All applicants may disregard any billings received during the period following the submission of their application until a final decision has been made concerning eligibility.
- Verification of income. Please provide documentation of your income with your application. Commonly used documentation include pay stubs or benefits statements. You may provide, but are not required to substantiate your income with your tax return. In the event of recent changes to your income (due to loss of employment, etc.) you may submit additional verification of income for the six month period immediately prior to the date of the application. Please note if you are self employed and have submitted a tax return, there may be some deductions that may not be considered when calculating your income and eligibility for this program.

How will I know if I was approved for financial assistance?

A Financial Assistance Determination letter will be sent to you within 30 days after the completion and submission of all required documentation, telling you of our determination of your application. An approved application for financial assistance will create a lien in favor of O’Connor Hospital against the proceeds of any personal injury lawsuit or claim related to the hospital services listed in the application. Financial assistance policy will be applied to any remaining charges, copays, deductibles after insurance payments and settlements are paid.

Can I appeal a denial of financial assistance?

Denials of financial assistance may be appealed within 30 days of the denial date by submitting a written statement of appeal with any supporting materials to:

Financial Assistance Program
Bassett Healthcare Network
Attention: Financial Assistance Appeal
One Atwell Road
Cooperstown, NY 13326

What other programs are available?

New York has several government sponsored insurance programs including, but not limited to Medicaid, Child Health Plus, Healthy NY and Prenatal Care Assistance (PCAP). Information and a complete list of programs can be found at http://www.health.state.ny.us. You may also contact your county Department of Social Services for information on these programs. Information on the available health plans offered through the New York State Health Exchange may be found at: http://www.nystateofhealth.ny.gov or by calling 1-855-355-5777 (toll free).

Who do I contact for more information or assistance with my application?

Applications can be downloaded from www.bassett.org by clicking on “Financial Assistance” and selecting the appropriate Bassett Healthcare Network facility. Contact O’Connor Hospital Account Representatives at (607)-547-3093 or 1-(800)-642-0455 (toll free) for further information or to request a free copy of the policy and application, or to apply. A completed application with supporting materials should be sent to:

Financial Assistance Program
Bassett Healthcare Network
One Atwell Road
Cooperstown, NY 13326

What options are available to me if I am not eligible for financial assistance?

Billing and Collection Policy: At any time within 240 days after the first statement is mailed, an eligible responsible party may complete an application for our Financial Assistance Program.

We, as well as our billing and collection partners, make every reasonable effort to assist patients and responsible parties to resolve their outstanding balances. All responsible parties will receive billing statements subsequent to referral of the account to the hospital’s self pay billing agency. Should the responsible party be unable to remit full payment of the outstanding balance, the responsible party may enter into an approved interest free monthly installment payment arrangement. All approved installment payment arrangements will be confirmed with the responsible party in writing.

Definitions:

- **Uninsured:** Not covered by insurance
- **Underinsured:** Inadequately covered by insurance
- **Family:** Using the Census Bureau definition, a group of two or more people who live together and are related by birth, marriage, or adoption. According to Internal Revenue Service rules, if the patient claims someone as a dependent on their income tax return, they may be considered a dependent for purposes of the Financial Assistance Policy.
- **Household:** Using the Census Bureau definition, which uses the following income sources:
  - Earnings/wages, unemployment compensation, workers’ compensation, Social Security, Supplemental Security Income, public assistance, veterans’ payments, survivor benefits, pension or retirement income, interest, dividends, rents, royalties, income from estates, trusts, educational assistance, alimony, child support, assistance from outside the household, and other miscellaneous sources;
  - Non-cash benefits (such as food stamps and housing subsidies) do not count;
  - Determined on a before-tax basis;
  - Excludes capital gains or losses; and
  - If a person lives with a family, includes the income of all family members who live together as part of a single-family unit. A roomer or boarder is not included.
- **Household Income:** Household Income is determined by using the Census Bureau definition, which uses the following income sources:
APPLICATION FOR HEALTH CARE SERVICES UNDER THE FINANCIAL ASSISTANCE PROGRAM

APPLICANT NAME: __________________________________________ DATE OF APPLICATION: ________________________

DATE OF BIRTH: _____/_____/_______ PHONE: (         ) ___________________

STREET ADDRESS: ___________________________________ CITY: _________________________STATE: _____ ZIP: ____________

EMPLOYER (Applicant): ___________________________________________

SPouse NAME (if applicable): ________________________________________ DATE OF BIRTH: _______/_______/________

EMPLOYER (Spouse, if applicable): ________________________________________________

FAMILY SIZE (Including applicant): _________ FAMILY HOUSEHOLD INCOME BEFORE TAXES: (Last 6 months) $_________________

AGES OF CHILDREN: ______________________________________

VERIFICATION OF INCOME: □ Paystub(s) □ Tax Return(s) □ Benefit Statement(s) □ Other (specify): ________________________

*Proof of income can include one or more of the following: copies of paystubs, current State and Federal Tax Returns, Benefit Statements or documentation of any other income with your application.

EMPLOYER SPONSORED OR OTHER INSURANCE (Applicable for services provided in non-National Health Services Corporation approved locations):

Do you or your spouse have access to employer-sponsored or other health insurance? □ YES □ NO

If yes, estimated monthly cost of employer-sponsored/other health insurance: ______________________

If yes, name, address and phone number of employer/other agency offering health insurance:

________________________________________________________________________________________________________

*Please attach supporting documentation verifying costs, options available and enrollment.

LIABILITY CLAIMS (Applicable only, to services provided in Non-National Health Services Corporation approved locations): Has a lawsuit or other claim based on these services been commenced, or is a lawsuit or claim contemplated?

□ Yes / □ No

If Yes, please provide Attorney’s Name and Address: ______________________________________________________________________

___________________________________________________________________________________________________________________

Name and Address of the person(s) responsible:  __________________________________________________________________________

___________________________________________________________________________________________________________________

I certify that the above information is true and complete, to the best of my knowledge. I understand that assistance is available through Bassett Healthcare Network to help me with pending applications for financial assistance or third-party coverage (Medicaid, Medicare, Insurance, etc.) If those options are available for payment for these hospital and/or physician charges, I understand I should take any action reasonably necessary to obtain such assistance. If I am awarded any proceeds from third-party coverage such as an accident settlement or civil case, I will assign those proceeds to the hospital regardless of when the payment is received. However, any such payment or lien is only to the extent of these charges, or any such recovery, whichever is less.

By making this application, I hereby grant a lien to O’Connor Hospital on the proceeds of any recovery paid to me, or in my benefit, or the patient, or the patient’s benefit, as a result of any civil action, arbitration, or claim related to these charges. Applicant(s) hereby authorize O’Connor Hospital to conduct a reasonable investigation into the availability of employer-sponsored health insurance, including communication with applicants’ employers.

If any information I have provided in connection with this application is later determined to be incorrect or incomplete, eligibility for the Financial Assistance Program will be re-evaluated based on the correct or additional information, and I may be held responsible for payment of any services previously considered eligible under the Financial Assistance Program.

Signature: ________________________________________ Dated: _____/_____/__________

Spouse: ________________________________________ Dated: _____/_____/__________
Financial Assistance Policy
and Application

A helpful resource for patients in need of financial assistance