

BHC Alhambra Hospital
4619 N. Rosemead Blvd.
Rosemead, CA 91770
Telephone: (626) 286-1191

Dear

Date:

I am sending you this letter to assist you with your account here at BHC Alhambra Hospital. Included is a copy of our Charity Care Application (Financial Disclosure Form) for your stay for dates of service: _____ due to limited or no insurance coverage.

Our hospital has a Charity & Discount program available to all patients. You will continue to be billed for your stay here at BHC Alhambra Hospital until your application has been received in our office. We will need supporting documentation with your signed Financial Disclosure Form in order to review your application.

Supporting documentation for income, **required** to be submitted with the application:

- A copy of two paychecks/paystubs (if applicable), dated within a 6-month period before or after you were first billed by the hospital
- Income Tax Return for 20____ - that documents income for the year in which you were first billed or 12 months prior to when you were first billed

Supporting documentation for income, **not required** but may help assist with our review:

- A copy of W-2's (if applicable), matching the time period above for income tax returns
- Statement from employer (if applicable, when paychecks or W-2's cannot be obtained)
- SSI Statement of Earnings (if applicable)
- List and proof of paid Medical expenses (EOMB's, cancelled checks, statements, receipts)
- Any additional information you feel will help with our review

The application is the same for a Discount or for Charity. The information provided will assist the hospital in determining whether you qualify for either program. Patients who are eligible for the discounted payment may receive less financial assistance than what may be available to them under the charity care program.

If you do not wish to apply for these programs, please remit your payment today to the address above, attention Business Office. If you have any questions, please contact the hospital Business Office at (626) 286-1191.

Thank you in advance for your time and attention to your hospital account.

Respectfully,

BHC Alhambra Hospital
Business Office
Cc: File



Visiting Hours
Youth Services Mon-Sun 05:30 pm - 06:30 pm
Youth Services Mon-Sun 05:30 pm - 06:30 pm

4619 N. Rosemead Blvd.
Rosemead, CA 91770
www.bhcalhambra.com

Tel: (626) 286-1191

(Administration Use Only)
Patient# _____
Admit Date: _____
Date Completed: _____
Approval: _____

Financial Disclosure Form (Financial Assistance Application)

THIS FORM IS TO BE COMPLETED BY PERSON RESPONSIBLE FOR THE BILL

The information requested is to allow us to assist you in establishing a reasonable payment program. This information is confidential.

PATIENT:

- 1. Name: Last First Middle SSN:
2. Address: Street City State Zip Code
3. Employment: Employer Phone Number
4. Are you disabled? Yes / No If yes, please describe:

RESPONSIBLE PARTY:

- 5. Name: Last First Middle SSN:
6. Address: Street City State Zip Code
7. Employment: Employer Phone Number

8. Are you disabled? Yes / No If yes, please describe: _____

DEPENDENTS OF RESPONSIBLE PARTY (SPOUSE/DOMESTIC PARTNER):

9. Name: _____ SSN: _____
Last First Middle

10. Address: _____
Street

_____ City State Zip Code

11. Employment: _____
Employer Phone Number

12. Are you disabled? Yes / No If yes, please describe: _____

DEPENDENTS OTHER THAN SPOUSE/DOMESTIC PARTNER FOR WHICH YOU PROVIDE FOOD AND SHELTER:

13. Ages: _____

14. Are any of the above dependents employed? Yes / No If yes, where? _____

15. Are any of the above dependents disabled? Yes / No Disability: _____

16. Which of the above dependents do not live with you? _____

17. Why? _____

INSURANCE:

18. Is the above patient covered by any health insurance through an employer or private plan? Yes / No

_____ If yes, name of the primary insurance: _____

Benefits Covered: _____

Name of the secondary insurance: _____

Benefits Covered: _____

RESPONSIBLE PARTYS' FINANCIAL INFORMATION

18.1 Present Employer(s) All Sources, Occupations, Work Phone, Monthly Gross Pay, Monthly Take Home, Years on the Job

- (a) _____
- (b) _____
- (c) _____
- (d) _____

18.2 Any other source of income: _____ Monthly Amount _____
 _____ Total Monthly Income: _____

PLEASE LIST AVAILABLE ASSETS:

CARS \$ _____ CHECKING \$ _____
 HOMES \$ _____ STOCKS/BOND \$ _____
 SAVINGS \$ _____ LIFE INSUR. \$ _____
 OTHER \$ _____ REAL ESTATE \$ _____

19.

Monthly Expenses	Monthly Payments	Balance	Comments / Purpose
Food	\$	\$	
Gas / Heat	\$	\$	
Electric	\$	\$	
Water	\$	\$	
Telephone	\$	\$	
Transportation / Gas	\$	\$	
Rent / Mortgage	\$	\$	
2nd Mortgage	\$	\$	
Alimony	\$	\$	
Child Support	\$	\$	
Auto 1	\$	\$	
Auto 2	\$	\$	
Car Insurance	\$	\$	
Life Insurance	\$	\$	
Health Insurance	\$	\$	
Credit 1	\$	\$	
Credit 2	\$	\$	
Credit 3	\$	\$	
Bank Loan 1	\$	\$	
Bank Loan 2	\$	\$	
Finance Co. 1	\$	\$	
Finance Co. 2	\$	\$	
Other	\$	\$	
Other	\$	\$	

20. Total Monthly Expenses \$ _____

Please list any other financial conditions that should be considered in establishing a payment plan:

In order to receive free or discounted healthcare, you must cooperate fully with our need for accurate and detailed financial information, including the timely production of necessary documentation to support this application for financial need. Completion of this application does not guarantee that you will be eligible to receive free or discounted healthcare.

I hereby authorize representatives of BHC Alhambra Hospital, its affiliates, and their respective agents and employees to make whatever inquiries necessary to verify the information furnished on this form or to release any information regarding this treatment and/or hospitalization to any insurance company or a third party to seek settlement of this account. I hereby state that to the best of my knowledge the information given above is true and complete. I agree to authorize BHC Alhambra Hospital of any material changes in my financial situation. I further authorize BHC Alhambra Hospital, its affiliates, and their respective agents and employees to review and/or inquire into my credit history using any means available to obtain a current Credit Bureau History Report.

Date: _____

Signature: _____

Witness: _____

Spouse/Domestic Partner: _____

For additional information or questions, you may contact: _____