

## REVIEW & DETERMINATION PROCESS

Completed applications and appropriate documentation are forwarded to the Patient Account Manager (570-253-8180) for review.

Our Patient Account Manager will approve or deny the application based on the information submitted. The manager will contact the applicant directly.

## APPEALS

If requested, an applicant may appeal an unfavorable determination by contacting the Director of Finance (570-253-8101).

### 2016 U.S. Poverty Income Guidelines

#### 12 Months Income

Family Size	100% Poverty Guideline	200% Poverty Guideline
1	\$11,880	\$23,760
2	\$16,020	\$32,040
3	\$20,160	\$40,320
4	\$24,300	\$48,600
5	\$28,440	\$56,880
6	\$32,580	\$65,160
7	\$36,730	\$73,460
8	\$40,890	\$81,780



## WAYNE MEMORIAL HOSPITAL

*An Affiliate of Wayne Memorial Health System, Inc.*

### WAYNE MEMORIAL HOSPITAL BUSINESS OFFICE

Stourbridge Mall, 600 Maple Avenue  
Honesdale, PA 18431

Phone number  
570-253-8180

Fax number  
570-253-8425

### WAYNE MEMORIAL COMMUNITY HEALTH CENTERS OUTREACH & ENROLLMENT

Stourbridge Mall, 600 Maple Avenue  
Honesdale, PA 18431

Phone number  
570-251-6569  
570-251-6554

Fax number  
570-253-8268

### PHYSICIAN REFERRAL

www.wmh.org  
570-253-8990

# FINANCIAL AID POLICY & GUIDELINES

CONNECTING COMMUNITY & HEALTHCARE



**Do you need help  
paying your hospital bill?  
You may qualify  
for financial aid  
from  
Wayne Memorial Hospital.**



## WAYNE MEMORIAL HOSPITAL

*An Affiliate of Wayne Memorial Health System, Inc.*

601 Park Street, Honesdale PA 18431  
570-253-8100 • www.wmh.org

## INTRODUCTION

Wayne Memorial Hospital is committed to helping its patients receive the best and most affordable care possible. Financial responsibility for hospital care rests ultimately with the patient, but the hospital recognizes that some people may have difficulty making payments. To assure that our patients receive care despite financial impediments, Wayne Memorial Hospital has developed a financial aid policy.

## FINANCIAL AID POLICY

Wayne Memorial's financial aid policy refers specifically to services incurred at Wayne Memorial Hospital, such as inpatient stays and outpatient services (laboratory, radiology, physical therapy, etc.) at the hospital and affiliated sites. It does not apply to professional services offered by physicians, including those employed by Wayne Memorial Hospital, even if services took place in the hospital or at a hospital site. Physicians will bill patients separately and financial aid arrangements with them must be made separately. For example, physicians in the hospital's Emergency Department are an independent group and will bill separately from Wayne Memorial Hospital.

*Note: Patients who are eligible for sliding-fee scale services at Wayne Memorial Community Health Centers may also be eligible for financial aid from Wayne Memorial Hospital.*

## WHO IS ELIGIBLE FOR FINANCIAL AID?

Financial aid in the form of deductions or write-offs will be granted to patients who meet certain eligibility criteria. The total amount of financial aid available each year is decided by the hospital management and Board of Directors according to budget feasibility. The amount is included in the hospital's annual operating budget.

**Eligibility is based on three factors:**

- 1. Medical Assistance Eligibility**
- 2. Resources**
- 3. Income Guidelines**

**Medical Assistance Eligibility:** Before a patient can be considered for financial aid, Wayne Memorial will encourage the patient to apply for Medical Assistance or Medicaid. Wayne Memorial will ask for the Medical Assistance results or decision.

**Note:** A patient on Medicaid may still be eligible for financial aid from the hospital.

**Resources:** Items such as savings accounts, bonds, CD's and checking account balances are all resources that will be considered when determining eligibility for financial aid.

**Income guidelines:** The income guidelines for financial aid are based on the Federal Poverty Income Guidelines. Wayne Memorial Hospital will use 200% of the current year's Poverty Income Guideline for determining eligibility.

## HOW TO APPLY FOR MEDICAL ASSISTANCE/MEDICAID

Patients seeking financial aid will be encouraged to apply for Medical Assistance (Medicaid). If you need help please contact:

- Wayne Memorial Community Health Centers' Outreach and Enrollment Coordinators at 570-251-6569 or 570-251-6554  
or
- Your Local Department of Human Resources:
  - Wayne County – 570-253-7100
  - Pike County – 570-296-6114
  - Lackawanna County – 570-963-4525
  - Susquehanna County – 570-278-3891

## HOW TO APPLY FOR FINANCIAL AID

- Send Wayne Memorial the determination from Medical Assistance (Medicaid).
- Completely fill out a **Financial Aid Application** from Wayne Memorial Hospital's Business Office and submit it to the same office.
- Submit documentation of resources and income, including copies of all state and federal TAX RETURNS and supporting schedules, social security benefit letter, rental income or any other income. If you do not file income tax returns, please explain that in your application.

## INCOME GUIDELINE VERIFICATION

Financial aid applicants must meet income guidelines reflected in the current federal poverty guidelines, which are updated yearly. See back of this page.