

**SLIDING FEE SCHEDULE  
&  
INFORMATION PACKAGE**

# Lake City Area Medical Center

## SLIDING SCALE POLICY

### **Policy**

It is the policy of LCAMC to provide essential services regardless of the patient's ability to pay. Discounts are offered depending upon household income and size. A sliding fee schedule is used to calculate the basic discount and is updated each year using the federal poverty guidelines. Once approved, the discount will be honored for one year. Reevaluation will be conducted annually.

### **DISCOUNT APPLICATION PROCESS**

A completed application including required documentation of the home address, household income, and lack of insurance coverage must be on file and approved by the business office before a discount will be granted. You will need to furnish proof of income in the form of your most recent federal tax return. We will compare your adjusted gross income to the federal poverty guideline table. If the applicant appears to be eligible for Medicaid, a written denial of coverage by Medicaid may also be required.

This program will be advertised in the local newspaper yearly.

### **SERVICES COVERED AND EXCLUDED:**

**Medical & Dental:** The discount is applied to all IN-OFFICE services supplied by Lake City Area Medical Center's health care professionals.

**LAB & X-RAY:** Laboratory services and X-ray services are NOT covered by sliding scale fee. Outside laboratory tests and consultant fees are NOT covered.

**SUPPLIES:** Medical supplies are NOT covered by sliding scale fee.

**PHARMACY:** Medications are NOT covered by sliding scale fee.  
Samples will be provided if available without charge.

# **LAKE CITY AREA MEDICAL CENTER**

## **SLIDING FEE SCALE APPLICATION**

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It is Lake City Area Medical Center policy to provide essential services regardless of the patient's ability to pay. Discounts are offered depending upon family income and size. Please complete the following information and return to the front desk to determine if you or members of your family are eligible for a discount.

The discount will apply to all services received at the center provided by a medical professional, but not those services which are purchased from outside such as reference laboratory testing, medications, x-rays and supplies. In the hope that your economic health improves, this application must be renewed yearly to continue your sliding scale discount.

## Sliding Fee Scale Information Sheet

**What is the Sliding Fee Scale?** It is a way for you to get medical care, and be charged in proportion to what you earn. Based on household income, service fees are discounted for those who qualify for the program.

**Why does the Medical Center have a Sliding Fee Scale Program?** The mission of the Medical Center is to enhance quality of life and promote wellness in Lake City. As a community owned and supported medical facility, the Board of Directors feels it is proper to offer lower income residents this program of discounted fees. Maintaining a Sliding Fee Scale program also qualifies the clinic to accept assistance from the National Health Service Corps.

**How do I qualify for the Sliding Fee Scale?** Come to the clinic and request an application for the program. You will need to furnish proof of income in the form of your most recent federal tax return. We will compare your adjusted gross income to the federal poverty guideline table.

**Is the program just for families?** No. The poverty guidelines provides for households of from one to ten members.

**If I qualify, how much will I have to pay?** The discount rate assigned is dependent on your annual adjusted gross income. There are five different discount levels, ranging from 20% to 80%. Asset testing does not affect the discount rate, only if you are accepted into the program.

**Does the discount apply to medication, medical supplies or lab fees?** No. The sliding fee scale is a discount on the service fee on services provided by the mid-level practitioners employed by the Medical Center. You must pay full price for medications, supplies, and labs.

**I know other providers offer services at the Medical Center. Does the discount apply to these services?** No. Services offered by outside providers (ie: mental health, physical therapy, visiting doctors) are set by those providers and must be paid in full.

**How long do I get the discount once I qualify?** You must qualify each year. Once you have been approved, your discount is set at that percentage until the beginning of the next year. At that time you will fill out a new application and bring in your most recent tax forms (no later than April 15). At that time you may receive a larger or smaller discount depending on how your income changed over the previous year. We also get a new federal poverty guideline table each year that changes with the national average income.

**What if I don't file a tax return?** In some circumstances the Medical Center will accept a payroll check stub that shows year to date income, or perhaps your latest three pay stubs, and a letter from your employer stating that this is a true reflection of your earnings for the year.

**I am embarrassed about coming in to the Medical Center and announcing that I am on the sliding scale.** You do not have to say anything once you are approved. We will automatically deduct your discount when we total your bill.

## **LAKE CITY AREA MEDICAL CENTER SLIDING FEE APPLICATION**

Thank you for your application to receive our sliding fee scale. This service is provided by the Lake City Area Medical Center as a community service in order that we may provide quality health care to our residents.

Please read this cover letter and all instructions carefully so that your application can be processed as quickly as possible. Any incomplete applications or those submitted without the required documentation will cause the application to be declined or delayed in processing with accompanying delay in receipt of benefits.

### **PLEASE READ BEFORE COMPLETING THE ATTACHED APPLICATION:**

1. The sliding fee scale applies only to qualified adults.
2. Children should be enrolled in CHP+ or Medicaid.
3. Applicants must present any and all requested documents to support the information submitted on their application.
4. Only Hinsdale County residents of at least 6 months duration are eligible to apply.
5. Applicants must have applied for other forms of public assistance, health care assistance / reimbursement programs before applying for the LCAMC sliding fee scale discount.
6. The information on submitted applications will be verified by the Lake Fork Health Service District Board of Directors.

**Any falsification of this application will render it null and void or cause any discount to be withdrawn immediately.**

### **DOCUMENTATION WHICH WILL BE REQUIRED WITH THE COMPLETED APPLICATION IS:**

1. Proof of income in the form of the most recent Federal Income Tax return **and** prior 3 months pay stubs.
2. Proof of application to any and all public assistance agencies and health care assistance / reimbursement programs **or** rejection letters received from any and all agencies to which you applied.

You will be notified of your acceptance for a fee discount and the amount of the discount upon successful processing of your application. Thank you.