



The GW Medical Faculty Associates

Policy Name: Financial Assistance	Number: BO-101.0
Department: Business Office	Effective Date: January 2012
Attachments:	Revised Date: November 2019

PURPOSE:

To establish the Medical Faculty Associates, Inc. ("MFA") policy and process for ensuring patients who lack adequate resources to pay for services have access to Medically Necessary care.

SCOPE:

This policy only is applicable to Medically Necessary professional services provided at MFA clinics.

POLICY:

The MFA is committed to ensuring patients have access to Medically Necessary services and commits to establishing a Financial Assistance Program (the "Program"). The Program will provide Financial Assistance to patients with financial hardship who apply and are granted financial assistance for Medically Necessary professional services.

Each application for Financial Assistance will be reviewed, and a determination made based upon an assessment of the patient's circumstances. Submission of an application does not guarantee approval.

The Program is intended to cover only Medically Necessary services performed by MFA professionals and each application is limited to a specific course of treatment. It is not intended to cover elective services, services otherwise covered by insurance or other payment sources, or patients who choose to come to MFA as an out-of-network provider.

The Chief Revenue Cycle Officer (CRCO), or their designee, shall oversee and manage the Program and shall:

1. Publish procedures and/or guidance, updating as necessary and appropriate.
2. Define eligibility requirements for the application of need-based aid to patients receiving Medically Necessary care.
3. Define services which are covered or excluded by the program, using guidance from Medicare and the Medical Assistance Program for the District of Columbia to primarily determine covered or non-covered services.
4. Post notices of the Financial Assistance Policy, application, and forms on MFA's website and the intranet.
5. Provide details and training on how to implement the Program.



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6. Update the definition of financial hardship and set eligibility criteria for the program on an annual basis and/or when new Federal Poverty Level Guidelines are published.
7. Provide for appeal and oversight of determinations.

The MFA will not discriminate on the basis of race, color, religion, sex, age, national origin, sexual orientation, gender identity or expression, personal appearance, disability, veteran status, or marital status, family responsibilities, genetic information, matriculation, or political affiliation in applying this policy.

DEFINITIONS:


Financial Assistance – Temporary financial aid to patients that receive health care services from MFA operated clinics.

Medically Necessary – Services or supplies that: are proper and needed for the diagnosis or treatment of your medical condition, are provided for the diagnosis, direct care, and treatment of your medical condition, meet the standards of good medical practice in the local area, and are not mainly for the convenience of you or your doctor.

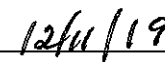
REFERENCES:

ATTACHMENTS:

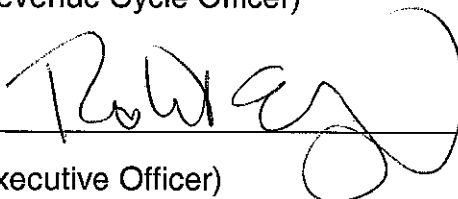
Executive Approval Signatures:



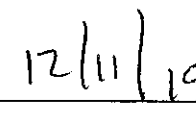
(Chief Revenue Cycle Officer)



Date



(Chief Executive Officer)



Date