

MILE BLUFF MEDICAL CENTER
Mauston, Wisconsin

ADMINISTRATIVE POLICY

DEPT: MBMC Clinics

SUBJECT: Discounted Medical Care: Sliding Fee Scale Program

PURPOSE: The Sliding Fee Scale (SFS) Program assists qualifying individuals with medical expenses incurred in the office setting and billed by MBMC Clinics, owned by Mile Bluff Medical Center, Inc.

POLICY:

Anyone expressing difficulty paying for medically necessary clinic services may apply for financial assistance through the Sliding Fee Scale program.

Qualifying factors:

- Household income: A qualifying individual must have an annual household income equal to or less than 300% of the federal poverty level (FPL) for family size. This scale is updated annually in accordance with the federal poverty guidelines.
- Family size: Members considered for this measure are those legally claimed as a dependent on a tax return.
- Households at or below 200% of the FPL, based solely on annual household income and family size, qualify for 100% of qualified clinic services. Applicant must provide a copy of most recent federal tax return and copy of last 3 pay stubs, if applicable.
- Those households between 201%-300% of the FPL may be required to submit additional financial information and/or documentation, and may qualify for a partial discount of qualified clinic services. The collection of remaining balances is subject to MBMC collection efforts. [ref: Collection of Patient Liabilities]

QUALIFYING PROCESS:

Anyone expressing difficulty paying for clinic services will be offered an application for the SFS program. The applying individual must complete the application, provide required copies of supporting documentation and return all to an accounts representative within 30 days. A review of the documentation and completed application will be conducted and determination of eligibility made.

The applicant will receive a letter indicating the qualified level of discount and expected terms for payment on any remaining balance. Length of eligibility is determined on a case by case basis and can change if household income level, household size or other financial circumstances change; or otherwise designated by the accounts representative.

Policy – Sliding Fee Scale

Mile Bluff Medical Center, Inc reserves the right to:

- Check with employers and other sources for accuracy of application information, when appropriate.
- Require a payment plan for balances owed
- Ask the patient to re-apply at any time
- Modify or discontinue this program at any time

SERVICES ELIGIBLE FOR DISCOUNT through the SFS program:

- Medical visits and medically necessary/provider recommended health maintenance services and procedures performed in the clinic setting.

SERVICES NOT ELIGIBLE FOR DISCOUNT through the SFS program:

- Services performed outside the clinic setting
- Laboratory & x-ray services
- Professional reading of x-rays
- Visiting specialists' services
- Cosmetic services
- Non-medically necessary procedures
- Any medical expenses billed outside of the clinics owned by Mile Bluff Medical Center, Inc

DISTRIBUTION: Delton Family Medical Center
Elroy Family Medical Center
Mile Bluff Clinic
Necedah Family Medical Center
New Lisbon Family Medical Center