Texas Nonprofit Hospitals *
Part II
Summary of Current Hospital Charity Care Policy and Community Benefits
for Inclusion in DSHS Charity Care Manual as Required
by Texas Health and Safety Code, § 311.0461**
2015

Facility Identification (FID): 1671605 (Enter 7-digit FID# from attached hospital listing)***

Name of Hospital: Shriners Hospitals for Children - Galveston County: Galveston
Mailing Address: 815 Market Street, Galveston, Texas 77550
Physical Address if different from above: ________________________________
Effective Date of the current policy: 01/18/2016
Date of Scheduled Revision of this policy: 01/18/2018
How often do you revise your charity care policy? every two years or as needed

Provide the following information on the office and contact person(s) processing requests for charity care.

Name of the office/department: Revenue Cycle
Mailing Address: 815 Market Street, Galveston, Texas 77550
Contact Person: Jessica Campos Title: Revenue Cycle Liaison
Phone: (409) 770-6953 Fax: (409) 770-6729 E-Mail jcampos@shrinenet.org

Person completing this form if different from above:
Name: ___________________________ Phone: ___________________________

* This summary form is to be completed by each nonprofit hospital. Hospitals in a system must report on an individual hospital basis. Public hospitals, for-profit hospitals participating in the Medicaid disproportionate share hospital program and exempt hospitals are not required to complete this form. This form is only available in PDF format at DSHS web site: www.dshs.state.tx.us/chs/hosp under 2015 Annual Statement of Community Benefits Standard.

** The information in the manual will be made available for public use. Please report most current information on the charity care policy and community benefits provided by the hospital.

*** The list is also available on DSHS web site: www.dshs.state.tx.us/chs/hosp/
I. Charity Care Policy:

1. Include your hospital’s Charity Care Mission statement in the space below.
Identify uninsured patients seeking services at its facilities and implement standards and requirements which identify and qualify patients for Charity Care.

2. Provide the following information regarding your hospital’s current charity care policy.
   a. Provide definition of the term charity care for your hospital.
   A type of financial assistance available to Shriners Hospitals for Children patients and their families when the family earns less than 400% of the United States Federal Poverty Level. Charity Care is an adjustment code eliminating amounts owed for patient care, and is not a cash form of assistance.
   b. What percentage of the federal poverty guidelines is financial eligibility based upon? Check one.
   
   1. 100%  4. <200%
   2. <133%  5. Other, specify 400%
   3. <150%
   c. Is eligibility based upon net or ☑ gross income? Check one.
   d. Does your hospital have a charity care policy for the Medically Indigent? ☑YES
   NO IF yes, provide the definition of the term Medically Indigent.
   Patients requiring medical services with no insurance coverage or ability to pay.s
   e. Does your hospital use an Assets test to determine eligibility for charity care? ☑YES NO
   If yes, please briefly summarize method.
   f. Whose income and resources are considered for income and/or assets eligibility determination?
   1. Single parent and children
   2. Mother, Father and Children
   3. All family members ☑
   4. All household members
   5. Other, please explain ____________________________

http://www.dshs.state.tx.us/chs/hosp/
g. What is included in your definition of income from the list below? Check all that apply.

☒ 1. Wages and salaries before deductions
☒ 2. Self-employment income
☒ 3. Social security benefits
☒ 4. Pensions and retirement benefits
☒ 5. Unemployment compensation
☒ 6. Strike benefits from union funds
☒ 7. Worker’s compensation
☒ 8. Veteran’s payments
☒ 9. Public assistance payments
☒ 10. Training stipends
☒ 11. Alimony
☒ 12. Child support
☒ 13. Military family allotments
☒ 14. Income from dividends, interest, rents, royalties
☒ 15. Regular insurance or annuity payments
☒ 16. Income from estates and trusts
☒ 17. Support from an absent family member or someone not living in the household
☒ 18. Lottery winnings

Other, specify ________________________________________________

3. Does application for charity care require completion of a form? ☒ YES  NO

If YES,

a. Please attach a copy of the charity care application form.

b. How does a patient request an application form? Check all that apply.

☒ 1. By telephone
☒ 2. In person

3. Other, please specify ________________________________________________

c. Are charity care application forms available in places other than the hospital?

YES ☒ NO  If, YES, please provide name and address of the place.
d. Is the application form available in language(s) other than English?

☑ YES  NO

If yes, please check
Spanish ☑ Other, please specify ________________________________

4. When evaluating a charity care application,

   a. How is the information verified by the hospital?

      ☑ 1. The hospital independently verifies information with third party evidence (W2, pay stubs)
      ☑ 2. The hospital uses patient self-declaration
      3. The hospital uses independent verification and patient self-declaration

b. What documents does your hospital use/require to verify income, expenses, and assets? Check all that apply.

      ☑ 1. W2-form
      ☑ 2. Wage and earning statement
      ☑ 3. Pay check remittance
      ☑ 4. Worker’s compensation
      ☑ 5. Unemployment compensation determination letters
      6. Income tax returns
      7. Statement from employer
      ☑ 8. Social security statement of earnings
      ☑ 9. Bank statements
      ☑ 10. Copy of checks
      11. Living expenses
      12. Long term notes
      13. Copy of bills
      14. Mortgage statements
      15. Document of assets
      ☑ 16. Documents of sources of income
      17. Telephone verification of gross income with the employer
      18. Proof of participation in gov’t assistance programs such as Medicaid
      ☑ 19. Signed affidavit or attestation by patient
      ☑ 20. Veterans benefit statement
      21. Other, please specify ________________________________
5. When is a patient determined to be a charity care patient? Check all that apply.
   - [ ] a. At the time of admission
   - [ ] b. During hospital stay
   - [ ] c. At discharge
   - [ ] d. After discharge
   - [ ] e. Other, please specify ________________________________

6. How much of the bill will your hospital cover under the charity care policy?
   - [ ] a. 100%
   - [ ] b. A specified amount/percentage based on the patient’s financial situation
   - [ ] c. A minimum or maximum dollar or percentage amount established by the hospital
   - [ ] d. Other, please specify ________________________________

7. Is there a charge for processing an application/request for charity care assistance?
   - [ ] YES  [ ] NO

8. How many days does it take for your hospital to complete the eligibility determination process?
   Means test is conducted and if not qualified for Medicaid family completes charity care application immediately. Then await receipt of documentation from family to attach to Charity Care Application before forwarding to Corporate.

9. How long does the eligibility last before the patient will need to reapply? Check one.
   - [ ] a. Per admission
   - [ ] b. Less than six months
   - [ ] c. One year
   - [ ] d. Other, specify ________________________________

10. How does the hospital notify the patient about their eligibility for charity care? Check all that apply?
    - [ ] a. In person
    - [ ] b. By telephone
    - [ ] c. By correspondence
    - [ ] d. Other, specify ________________________________

11. Are all services provided by your hospital available to charity care patients?
    - [ ] YES  NO
    If NO, please list services not covered for charity care patients (e.g. transplant services, ER services, other outpatient services, physician’s fees).

12. Does your hospital pay for charity care services provided at hospitals owned by others?
    - [ ] YES  NO

http://www.dshs.state.tx.us/chs/hosp/
II. Community Benefits Projects/Activities:
Provide information on name, brief description (3 lines), target population or purpose (3 lines) for each of the community benefits projects/activities CURRENTLY being undertaken by your hospital (example: diabetes awareness).

We do not have community benefit projects/activities.

Additional Information:
Use this space if more space is required for comments or to elaborate on any of the information supplied on this form. Please refer to the response by question and item number.
Texas Nonprofit Hospitals
Part II
Summary of Current Hospital Charity Care Policy and Community Benefits
for Inclusion in DSHS Charity Care Manual as Required
by Texas Health and Safety Code, § 311.0461

NOTE: This is the fourteenth year the charity care and community benefits form is being used for collecting the information required under Texas Health and Safety Code, § 311.0461. If you have any suggestions or questions, please include them in the space below or contact Dwayne Collins, Center for Health Statistics, Texas Department of State Health Services at (512) 776-7261 or fax: (512) 776-7344 or E-mail: dwayne.collins@dshs.state.tx.us.

Name of Hospital: ____________________________ City: _______________________
Contact Name: ____________________________ Phone: _______________________

Suggestions/questions: