

**PIONEER MEDICAL CLINIC
PIERCE, IDAHO**

SUBJECT: Hill-Burton Uncompensated Services

DISTRIBUTION: All Departments affected

POLICY: To provide a determined amount of uncompensated services each year at Pioneer Medical Clinic (PMC) in Pierce, Idaho, as required by the Hill-Burton.

Procedure:

1. To publish in the county paper the notice of Hill-Burton uncompensated services available to PMC.
2. Signs providing notice are always posted and visible in the clinic waiting room.
3. Notices of availability are handed to each patient as they come into the clinic to be seen.
4. To qualify for uncompensated services patient (or parent, if patient is minor) must fill out an application and submit it to the personnel at PMC.
5. Determination of Eligibility:
 - A. Check to see that all data is complete and correct on application.
 - B. Verification of income is complete.
 - C. Approval or Denial is done by PMC personnel at that time and explained to the patient the reason for the decision.
 - D. Dates of approval, denial and applicant notification are written on the application at that time.
 - E. All applications are signed by PMC personnel and put into a folder marked Hill-Burton. Application copies are also given to patient (or placed in Patient chart), attached to the fee slip and sent to the billing department.