

## Financial Assistance Application

Tufts Medicine takes pride in providing the best care for every patient. Tufts Medicine offers financial assistance through its Financial Assistance Policy to patients unable to pay for emergency and medically necessary care. Tufts Medicine Financial Assistance is not intended to cover non-medically necessary care. It is also not intended to provide discounts on insurance co-payments, co-insurance, or deductibles.

Patients who have the means are expected to pay for services received at Tufts Medicine. However, eligibility for financial assistance is available to you. Patients are strongly encouraged to apply for any available government assistance programs, such as MassHealth, ConnectorCare, or Health Safety Net, before applying for the Tufts Medicine Financial Assistance Program. **Failure to apply for a government assistance program that you potentially qualify for could result in a delay or denial of your application.** If you need help applying for government assistance programs, one of our Tufts Medicine Financial Coordinators can help.

Your qualification for financial assistance programs is dependent upon your full and accurate completion of this Financial Assistance Application.

### Instructions

Please fully complete the Financial Assistance Application and include copies of the following documents for all applicants. Failure to return all necessary documents within 30 days will cause the application to be denied. Please attach copies of any documents submitted as unfortunately they cannot be returned.

- Complete all applicable sections of the application and be sure to **sign the affidavit statement on page 4**
- Include a copy of your **driver's license, other photo identification or documents that verify your current residence.** Anything submitted must include your name.
- Include a copy of your **insurance card(s)**
- Include some form of **income verification:**
  - Include a copy of your most recent **W-2(s)**
  - If there has been a **recent change in your income,** include documentation such as recent pay stubs (minimum 4), unemployment statements, bank/ investment statements, and/or social security statements
- If the patient is **deceased,** please provide a copy of the death certificate and a letter stating the status of the estate

**For questions, please contact the Tufts Medicine Financial Coordination Department at:**

tuftsmedicalcenter.org/financialassistance  
978-973-6700

**or in person at the following Tufts Medicine locations:**

- Tufts Medical Center  
Biewend Building, 1st Floor  
260 Tremont Street  
Boston, MA 02111
- Tufts Medical Center  
Proger Building, 1st Floor  
800 Washington Street  
Boston, MA 02111
- Tufts Medical Center  
Emergency Dept., 1st Floor  
800 Washington Street  
Boston, MA 02111
- Lowell General Hospital  
Dahod Building, Ground Floor  
295 Varnum Avenue  
Lowell, MA 01854
- Lowell General Hospital  
Saints Campus  
1 Hospital Drive, Ground Floor  
Lowell, MA 01852
- Melrose Wakefield Hospital  
585 Lebanon Street, Suite 101  
Melrose, MA 02176
- Melrose Wakefield Hospital  
Ground Floor near Urgent Care  
170 Governors Avenue  
Medford, MA 02155

**Please send your completed application to:**

Tufts Medical Center  
Financial Coordination  
800 Washington Street, Box 475  
Boston, MA 02111

# 1 About the patient/applicant

Please complete this section about the patient and/or applicant.

**Documentation required:** Please include documentation that verifies residency: driver's license, other photo identification or documents that prove your current residence. Anything submitted must include patient's name.

**The applicant is either the patient or the person who is financially responsible for the patient.**

Today's Date \_\_\_\_\_

Patient Name \_\_\_\_\_

Patient Date of Birth    LL / LL / LLLL

Patient Soc. Sec. No.    LL / LL / LLLL

Patient Medical Rec. No. \_\_\_\_\_

Applicant Name \_\_\_\_\_

Applicant Phone \_\_\_\_\_

Applicant Address \_\_\_\_\_

**DOB Format: MM/DD/YYYY**

## About your household

List all household members, their date of birth and relationship to the applicant.

Household Member 1 \_\_\_\_\_

Date of Birth    LL / LL / LLLL

Relationship to Patient \_\_\_\_\_

Household Member 2 \_\_\_\_\_

Date of Birth    LL / LL / LLLL

Relationship to Patient \_\_\_\_\_

Household Member 3 \_\_\_\_\_

Date of Birth    LL / LL / LLLL

Relationship to Patient \_\_\_\_\_

Household Member 4 \_\_\_\_\_

Date of Birth    LL / LL / LLLL

Relationship to Patient \_\_\_\_\_

Household Member 5 \_\_\_\_\_

Date of Birth    LL / LL / LLLL

Relationship to Patient \_\_\_\_\_

Yes     No    Are you a citizen of the United States?

Yes     No    If NO, are you a permanent resident, legally residing in the US\*?

\*if patient is a permanent resident, provide a copy of official documentation.

## 2 Insurance information

Please complete this section about the patient's insurance.

**Documentation required:** If applicable, please include a copy of the patient's insurance card(s), notifications from Medicaid, notification of non-covered services, documentation of network limitations. Anything submitted must include the patient's name.

- Yes  No Have you submitted a Medicaid application within last 6 months?
- Yes  No Do you have a pending or approved Medicaid application?
- Yes  No Has your Medicaid application been denied?
- Yes  No Do you have medical insurance?
- Yes  No Does your plan cover services at Tufts Medicine?
- Yes  No Is a specific service not covered by your insurance company?

If yes, please describe \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Primary insurance information

Insurance Name \_\_\_\_\_

Insurance Address \_\_\_\_\_

Policy/ID # \_\_\_\_\_

Group# \_\_\_\_\_

Subscriber \_\_\_\_\_

Subscriber Date of Birth   /   /

Relationship to Subscriber \_\_\_\_\_

Subscriber Employer \_\_\_\_\_

Effective Date   /   /

### Secondary insurance information

Insurance Name \_\_\_\_\_

Insurance Address \_\_\_\_\_

Policy/ID # \_\_\_\_\_

Group# \_\_\_\_\_

Subscriber \_\_\_\_\_

Subscriber Date of Birth   /   /

Relationship to Subscriber \_\_\_\_\_

Subscriber Employer \_\_\_\_\_

Effective Date   /   /

### 3 Monthly gross income and assets

Please complete this section about earned income and assets for patient and each household member listed in Section 1 who works. Please list gross income, which is income before taxes and deductions.

DOCUMENTATION REQUIRED: Please include documentation that verifies this income: pay stubs, income taxes, W2 statement, bank statements, brokerage statements, or other proof.

**Section 3 can be left blank if the patient and his/her household members do not have any earned income or assets.**

#### Household income

	PATIENT	HOUSEHOLD MEMBER 1	HOUSEHOLD MEMBER 2	HOUSEHOLD MEMBER 3	HOUSEHOLD MEMBER 4	(FACILITY USE ONLY)
Wages/Salary/Tips						
Unemployment Compensation						
Social Security						
Child Support + Alimony						
Self-Employment Income						
Interest/Dividend Income						
Pension						
IRA/Stocks/Bonds						
Rental Income						
Trust Payments						
Workers Compensation						
Veteran Benefits						

#### Lack of income statement

If you have **no income** and are being financially supported by another person, please have them complete and sign the below statement.

Patient Name \_\_\_\_\_

currently has no income. I am currently supporting them with food, shelter and any clothing needed. I also give them financial help in the amount of

\$ \_\_\_\_\_ on average per month.

Support Giver's Signature \_\_\_\_\_

Date     /    /    

#### Household assets—checking and savings accounts

TYPE OF ACCOUNT	BANK/INSTITUTE	BALANCE

Type of account: checking or savings.

**Other household countable assets**

TYPE OF ACCOUNT	BANK/INSTITUTE	BALANCE
Stocks/Bonds		
Certificate of Deposit		
US Savings Bonds		
Health Savings Account (HSA)		
Savings Certificate		
Christmas or Vacation Clubs		
Other		

**4 Medical hardship**

This section may not be applicable to you. Please complete this section if you have significant medical bills. List healthcare expenses from Tufts Medicine and other providers. Documentation may be requested but is not required at this time.

MEDICAL EXPENSES	TOTAL AMOUNT	HOW OFTEN DOES THE COST OCCUR?	(FACILITY USE ONLY)
		<input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Yearly	
		<input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Yearly	
		<input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Yearly	
		<input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Yearly	
		<input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Yearly	
		<input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Yearly	

**Affidavit — all applicants must sign**

I swear (or affirm) that all the information indicated on this form is true, correct and complete to the best of my ability, knowledge and belief. I agree to report to Tufts Medicine, within one week, all changes in income, financial resources or other information indicated on this form which may affect my eligibility to receive financial assistance at Tufts Medicine. I understand that my credit and other financial information may be referenced to verify my statement and eligibility for the program. I understand that I have 30 days to submit accurate and necessary supporting documentation to be considered for a discount.

Fraudulent statements by the patient for the purpose of obtaining financial assistance will be forwarded to the Massachusetts Attorney General's office. Patients who falsify the Program application will no longer be eligible for the Program and will be held responsible for all charges incurred while enrolled in the Program retroactively to the first day that charges were incurred under the Program.

Applicant's Signature \_\_\_\_\_

Date        /    /    

**All applicants must sign the affidavit for their application to be considered.**