



## FINANCIAL ASSISTANCE APPLICATION

### Instructions

For free help completing this application, please contact Patient Financial Services by phone at **1-866-967-4677 (TTY: 711)** (8am to 4:30pm, Monday to Friday) or in person at 770 S. Bascom Avenue, San José, CA 95128 (8am to 4:30pm, Monday to Friday).

For more information about financial assistance options, please visit us online at **[scvh.org/bill-help](https://scvh.org/bill-help)**.

Please fill out this entire application and return it to Patient Financial Services:

- **by fax** at 1-408-494-7848
- **by mail or in person** at 770 S. Bascom Avenue, San José, CA 95128, or
- **by e-mail** at [HHSVCAApp@hhs.sccgov.org](mailto:HHSVCAApp@hhs.sccgov.org)

*Note: If you choose to e-mail us, we recommend that you encrypt your message to protect the privacy and security of your personal documents.*

You must also provide at least one of each of the following documents in support of your application:

1. **Proof of identity** (for example: driver's license, passport, government-issued ID, work or school ID, or birth certificate plus gym or other ID);
2. **Proof of income** (for example: recent pay stubs, income tax returns, Social Security award letter, award letters for other benefits, military benefits statements, and/or rental income receipts, as applicable); and
3. **Proof of residency** (for example: rental contract/lease/mortgage, utility bill, vehicle registration, or declaration of homelessness).

Eligibility for some healthcare coverage programs may require additional documentation. If more documents are required, you will be instructed which documents to provide.

County residents who only seek to qualify for a partial discount under the CSCHS Healthcare Access Program (HAP) (i.e., self-pay or high medical cost patients with incomes above 400% but below 650% of the Federal Poverty Level) only need to submit recent pay stubs or income tax returns as proof of income.

To obtain this application and related information in another language or in an accessible alternative format—including, but not limited to, large print, braille, audio, and electronic formats that are accessible and may be read by a screen reader in a logical reading order—please contact Patient Financial Services at 1-866-967-4677 (TTY: 711).



**Background Information**

<b>Legal Name (Last, First, Middle):</b>	
<b>Gender:</b>	<b>Preferred language:</b>
<b>E-mail address:</b>	<input type="checkbox"/> Check here to consent to receive updates about this application by secure e-mail
<b>Phone number:</b>  (    )       -	<b>Mailing address (including city, state, zip code):</b>
<b>U.S. Citizen?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Resident of Santa Clara County?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>U.S. Veteran?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Lawful Permanent Resident / Green Card Holder / Employment Authorization Document Holder?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  If yes, for how long?    _____ Years    _____ Months
<b>Mother's Maiden Name:</b>	
<b>Applicant's work status:</b> <input type="checkbox"/> Employed <input type="checkbox"/> Self-Employed <input type="checkbox"/> N/A	
<b>Most recent workplace name &amp; phone number:</b> _____ / (    )       -	
<b>Dates of most recent employment/self-employment:</b> ___ / ___ / ___ to ___ / ___ / ___	
<b>Spouse's/domestic partner's work status:</b> <input type="checkbox"/> Employed <input type="checkbox"/> Self-Employed <input type="checkbox"/> N/A	
<b>Most recent workplace name &amp; phone number:</b> _____ / (    )       -	
<b>Dates of most recent employment/self-employment:</b> ___ / ___ / ___ to ___ / ___ / ___	
<b>Disability expected to last 12 months or longer?</b> <input type="checkbox"/> Yes, me <input type="checkbox"/> Yes, my spouse/domestic partner <input type="checkbox"/> No	

**Household Status**

Please list all members of your family below, including yourself, your spouse or domestic partner, and dependent children under age 21 (whether living at home or not). Please also check the box () if you claim the person on your tax return.

<b>Legal Name (Last, First, Middle)</b>	<b>Date of Birth (Month/Day/Year)</b>	<b>Relation to You</b>	<b>Social Security Number (if applicable)</b>
( <input type="checkbox"/> )			
( <input type="checkbox"/> )			
( <input type="checkbox"/> )			
( <input type="checkbox"/> )			
( <input type="checkbox"/> )			
( <input type="checkbox"/> )			



**Healthcare Insurance and Access**

Do you have health insurance (including, but not limited to, Medicare, Medi-Cal, a Covered California plan, employer-sponsored coverage, and/or other third-party coverage for healthcare-related expenses)? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name(s) of insurance(s):
Insurance contact number(s): (    )    -      (    )    -
If you were injured, were your injuries caused by a third party (such as during a car accident or a slip and fall)? <input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have other insurance that may apply (like an auto policy)? <input type="checkbox"/> Yes <input type="checkbox"/> No
Did you or your family pay any out-of-pocket healthcare expenses (such as copayments, coinsurance, deductibles, and bills not covered by insurance) in the past 12 months? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please state the total amount paid: \$ _____
(If applicable) I have a primary care physician at: <input type="checkbox"/> CSCHS <input type="checkbox"/> a community clinic
(If applicable) Name of primary care physician:

**Current Monthly Income**

Please fill out the below table using **total gross income (i.e., before tax) numbers for all members of your family** (including yourself, your spouse or domestic partner, and dependent children under age 21, whether living at home or not).

Monthly Income Source	Patient	Spouse	Other	<b>DO NOT            FILL OUT –            FOR OFFICE            USE ONLY</b>  Total gross monthly income:  \$ _____  Family Size:  _____  FPL Level:  _____
1. Income from work (salary, wages, cash earnings, and other compensation)	\$	\$	\$	
2. Income from operating a business (if self-employed)	\$	\$	\$	
3. Income from interest and dividends	\$	\$	\$	
4. Income from real estate or personal property	\$	\$	\$	
5. Income from Social Security	\$	\$	\$	
6. Other income (specify: _____)	\$	\$	\$	
7. Alimony / child support payments received	\$	\$	\$	
8. Alimony / child support payments PAID	\$	\$	\$	
<b>Total income (add lines 1 through 7 above) minus any alimony / child support payments PAID (line 8)</b>	<b>\$</b>			



**Important Notice Relating the Healthcare Access Program (HAP)**

**Remember:** To qualify for charity care or a discount under the CSCHS Healthcare Access Program (HAP), you must make all reasonable efforts to submit your Financial Assistance Application to CSCHS within 180 days of being sent your first billing statement for a particular episode of care. **If you submit your application after this 180-day timeframe, you must explain why there is good cause for the delay using the space below.** You may submit additional documents in support of your explanation. CSCHS may also contact you to request additional information.

**Declaration and Signature**

I declare under penalty of perjury that the information I have provided in this application is true and correct to the best of my knowledge, and that where I did not already know the answer to any question, I made every reasonable attempt to confirm the answer with someone who did know. I understand that I must inform the County of Santa Clara Health System (CSCHS) of any change in my residency, financial status, household size, and/or eligibility for insurance coverage within 60 days of when the change occurs or at the next point of service, whichever is earlier. I consent to release my health record information in order to receive collaborative healthcare with providers that contract with the County of Santa Clara, as well as to the County of Santa Clara Social Services Agency for purposes of determining Medi-Cal eligibility and sharing information about my Medi-Cal status. I authorize CSCHS to request a credit report and/or to verify any of the information in this application as it deems necessary.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature