

# Financial Assistance Application Package

Dear Parent/Patient,

Overlake Medical Center provides financial assistance to those who qualify. Please follow the instructions below for consideration. If you have questions, please contact our financial assistance coordinator at 425.688.5124.

**Washington State requires all hospitals to provide financial assistance** to people and families who meet certain income requirements. You may qualify for free or reduced-price care based on your family size and income, even if you have health insurance. The financial assistance policy can be viewed at [www.overlakehospital.org/financialpolicies](http://www.overlakehospital.org/financialpolicies).

**What does financial assistance cover?** The financial assistance covers appropriate services provided by Overlake Medical Center depending upon your eligibility. Financial assistance may not cover all health care costs, including services provided by other organizations, professional fees or elective procedures.

## INSTRUCTIONS

**IMPORTANT NOTICE:** Please download this document to your device before filling it out digitally. This is necessary for the "Submit Form" button (located at the end of this document) to work.

1. Please complete all sections of the attached application, pages 2–4. If any section does not apply to you, write N/A in the space provided. Within 14 calendar days after we receive your completed application and documents we will notify you of the status.
2. Attach an additional page if you need more space to answer any question.
3. If you are married, both you and your spouse are required to submit supporting documentation for your application, and both of you must sign and date the Certification and Authorization on page 5.
4. The following are required as support for your application:

**Proof of income:** Copy of current Federal Tax Return, unemployment benefits

**OR** one of the following:

- a. Pay stubs for the last three months, for yourself and your spouse (if married).
- b. Written verification of wages from your employers (and, if applicable, your spouse's employers) for the last three months.
- c. Written verification from public assistance agencies for the last three months.
- d. Forms approving or denying unemployment compensation and/or workers' compensation.

**OR:**

If you have no income, submit a letter explaining how you support yourself and your family. Mail, fax or email the completed application with income documentation to:

Overlake Medical Center  
Attn: Patient Financial Services  
1035 116th Ave NE  
Bellevue, WA 98004

Fax: 425.688.5658  
Email: [charitycare@overlakehospital.org](mailto:charitycare@overlakehospital.org)

## PATIENT & FAMILY INFORMATION

Patient Account #	Patient Name	
Responsible Party Name (if different from patient)	Spouse Name	
Mailing Address	Phone Home: (____) ____ - _____ Work: (____) ____ - _____	
<b>Social Security Number(s)</b>		
Responsible Party SSN	Spouse SSN (if married)	
<b>Family Size: List all dependents that you support.</b>		
<b>Name</b>	<b>Age</b>	<b>Relationship</b>
<b>Employment Status</b> employed, unemployed, self employed, student, disabled, retired, other _____		
Responsible Party's Employer		
Spouse's Employer (if married)		

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## FINANCIAL INFORMATION

### Bankruptcy

Have you filed for bankruptcy in the past 10 years?  
 Yes     No

If yes, give date of bankruptcy filing:

Income	Responsible Party	Spouse
1. Gross Wages & Salary (before deductions)	\$	\$
2. Self-Employment INcome	\$	\$
3. Interest & Dividends	\$	\$
4. Real Estate Rentals & Leases	\$	\$
5. Social Security	\$	\$
6. Alimony	\$	\$
7. Child Support	\$	\$
8. Unemployment/Disability	\$	\$
9. Public Assistance	\$	\$
10. All Other Sources (attach list)	\$	\$
<b>Total Income</b> (add lines 1-10 above)	<b>\$</b>	<b>\$</b>

### Monthly Expenses

List your monthly expenses. Provide information on any unusual expenses such as medical bills, court judgments or settlement payments, etc. Attach documentation to support unusual expenses.

Description	Amount
Rent/Mortgage	\$
Car(s)	\$
Medical Expenses	\$
Utilities	\$
Other Debt/Expenses	\$

Continued ►

# Certification and Authorization

**Patient Name:** \_\_\_\_\_

**Patient Account Number:** \_\_\_\_\_

**Responsible Party's Name:** \_\_\_\_\_

**Spouse's Name (if married):** \_\_\_\_\_

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I/we hereby apply for financial assistance for services rendered by **Overlake Medical Center**.

In the event the undersigned, the patient, or any other persons on the patient's behalf are entitled to receive insurance benefits because of services rendered to the patient by Overlake Medical Center, the insurance benefits will be assigned to Overlake Medical Center for application against the patient's bill

By signing below, I/we declare that all information provided is true and correct to the best of my/our knowledge. I/we authorize the Provider to verify any information listed in this application. This includes authorization for Overlake Medical Center to request a Credit Bureau Report to verify my/our financial standing.

\_\_\_\_\_  
Signature of Responsible Party

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Spouse (if married)

\_\_\_\_\_  
Date

You may also save your form and send via email to [charitycare@overlakehospital.org](mailto:charitycare@overlakehospital.org).