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Owner: *Jana Symonds: Director of Patient Financial Services*
Department: *Patient Accounts*
Category:

Admissions Policy

Policy

North Valley Hospital staff shall not deny access to emergency care based upon ability to pay and/or transfer of patients with emergency medical conditions or active labor.

1. North Valley Hospital or its medical staff shall not adopt or maintain admission practices or policies which result in:

a. A significant reduction in the proportion of patients who have no third-party coverage and who are unable to pay for hospital services;

b. A significant reduction in the proportion of individuals admitted for inpatient hospital services for which payment is, or is likely to be, less than the anticipated charges for or costs of such services; or

c. The refusal to admit patients who would be expected to require unusually costly or prolonged treatment for reasons other than those related to the appropriateness of the care available at the hospital.

d. North Valley Hospital which maintains an emergency department, shall not transfer a patient with an emergency medical condition or who is in active labor unless the transfer is due to the limited medical resources of the transferring hospital. North Valley Hospital must follow reasonable procedures in making transfers to other hospitals including confirmation of acceptance of the transfer by the receiving hospital.

North Valley Hospital admissions staff or medical staff shall admit the patients as quickly and efficiently as they are able. They will request demographic, personal and insurance information.

Patients must be queried about the existence of an advance directive and information must be provided about advanced directives at time of admission. In some instances the patient may be in a physical or mental condition that doesn't allow for that information to be obtained. The hospital staff will check on any prior admissions for this information or with accompanying family members that may have authority to provide this information. The staff will put forth reasonable effort to obtain this information.

North Valley Hospital prohibits discrimination, harassment and bullying against any person because of age, ancestry, color, disability or handicap, national origin, race, religion, gender, sexual or affectional orientation, gender identity, appearance, political affiliation, marital status, veteran status or any other characteristic protected by law. North Valley Hospitals' patients are informed of their rights prior to furnishing or discontinuing care. They are given Financial options, Consent for

treatment, Notice of privacy practices and Charity Care information upon admission or additionally upon request.

Purpose

This policy is a DOH Requirement

***Any changes must be submitted to the Department of Health within 30 days of a change and an updated policy must be posted on the hospital district website.**

All revision dates:

05/2014

Attachments:

No Attachments

Approval Signatures

Approver	Date
Jana Symonds: Director of Patient Financial Services	06/2016
Krista Harden: Patient Financial Counselor	04/2016

Older Version Approval Signatures

Helen Verhasselt: CFO	03/2015
Jana Symonds: Director of Patient Financial Services	02/2015
Helen Verhasselt: CFO	05/2014
Jana Symonds: Director of Patient Financial Services	05/2014

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