

# FINANCIAL ASSISTANCE PROGRAM REQUIREMENTS



**Thank you for choosing University Health (UH) for your healthcare needs.**

UH accepts most commercial and government sponsored health insurance plans. If you have a question regarding coverage or to find out if UH accepts your health insurance, please visit or contact the Financial Counseling Center at (816) 404-3000 or toll free (877)708-6888 for more information. You may also visit us at [www.universityhealthkc.org](http://www.universityhealthkc.org) (Financial Assistance).

For those who do not have healthcare coverage, our Financial Counseling Center will assist you with determining potential eligibility for medical coverage assistance programs such as Medicare, MO HealthNet (Medicaid), the Crime Victims Compensation Fund or UH Financial Assistance.

**Some of these programs require an application to be filed within the first 90 days from the date medical services were received, so please contact us as soon as possible.**

In order to provide you with very good customer service and accurately assist with your eligibility, you are **REQUIRED** to provide the following information/forms/documents:

PLEASE NOTE: Exceptions may be made if you are currently homeless or receiving Food Stamps.

Name \_\_\_\_\_ Please return information by this date: \_\_\_\_\_  
All verifications must be dated within the same 30 day timeframe.

## ☐ **Patient Identification**

Your identification must include your name, photo and date of birth. Please provide one of the following:

- Driver's License
- Passport
- Student Identification Card, Birth Certificate or Insurance Card, if 17 years or younger
- Employment Authorization Card
- Permanent Resident Card
- Employee Identification Card

## ☐ **Proof of Residence**

Patients must provide proof of their residence. **If you currently reside in a local shelter, you must provide a current letter on the shelter's letterhead verifying you currently reside there.** Acceptable forms include:\*

- Utility Bill (gas, electric, water only with a statement date within 30 days)
- Current Lease Agreement
- Mortgage Bill or Real Estate Deed
- If you have no proof of address, you must provide a notarized letter of support from the person you are living with along with a copy of their utility bill to show that address.

\*We apologize, but your UH bill, University Physicians Associates bill, rent payment receipt, advertisement or junk mail, driver's license and personal letters are not acceptable forms of proof of residence.

## ☐ **Current Filed Federal Tax Return (REQUIRED)-We may ask for up to 2 years of tax returns**

You can contact the IRS at 1-844-545-5640

- Schedule C, if self-employed
- If self-prepared, a transcript from the IRS is needed
- If you did not file taxes last year, please provide a Wage and Income Transcript from the IRS

☐ **Household Income**

You will need to provide proof of all household income, earned or unearned, as well as any assistance through other programs you may receive. This information includes, but is not limited to:

- Paystubs
- Current Social Security Award Letter
- Pension/Retirement Award Letter
- Unemployment Benefits
- Alimony/Child Support
- Workman's Compensation
- Section 8/Utility Assistance
- Rental Income
- Student Financial Aid, Loans and/or Grants
- Self-employment income (previous year's tax return, including Schedule C)

**\*\*If you do not have an income, you are required to provide a notarized statement from the person who is helping you at this time.**

☐ **Other Requirements (varies by program)** - Additional information may be required, including:

- Social Security Cards
- U.S. Birth Certificate
- Certificate of U.S. Citizenship
- Proof of Medical Insurance
- Marriage License
- Divorce Decree
- Proof of Separation
- Other:

**Have you been a Victim of a Crime in Missouri and filed a police report?**

Please visit <http://www.dps.mo.gov/dir/programs/cvc/> for more information on eligibility.

**To apply for Medical Assistance Programs, please visit the Financial Counseling Center at:**

**UH Truman Medical Center**  
2301 Holmes  
Kansas City, MO 64108  
Monday-Friday 7am – 4:30 pm

**UH Lakewood Medical Center**  
7900 Lee's Summit Road  
Kansas City, MO 64139  
Monday-Friday 7am – 4:30 pm

**University Health 1**  
2101 Charlotte St  
Kansas City, MO 64108  
Monday-Friday 7am – 4:30 pm

**Appointments preferred, but walk-ins are welcome!**

Or visit our website at <http://www.universityhealthkc.org/patients-visitors/financial-services/financial-counseling> to apply online.

**If you need to return requested information:**

- You may return it to any of the locations above
- You may also utilize drop boxes located just inside of the main entrance of the UH Truman Medical Center and in the registration area inside the Bess Truman Family Medicine Center Entrance at UH Lakewood Medical Center
- You may fax it to (816) 404-4065
- If you are signed up for myUHealth, you can attach your information in a message to Financial Assistance
  - If you are not signed up for myUHealth, you can do so at [www.universityhealthkc.org/patients-visitors/myuhealth](http://www.universityhealthkc.org/patients-visitors/myuhealth).

**Additional information may be required.**