

F.A.C.T. SERVICE AND REHABILITATION POLICY

Financial Assistance for Cancer Treatment, Inc.

Financial Assistance for Cancer Treatment, Inc., hereafter referred to as F.A.C.T. is free to develop its own Service and Rehabilitation program, objectives, and policies as determined by local needs and resources.

A. "Service and Rehabilitation" program should consist of the following:

- A. Information and Guidance
- B. Financial assistance for transportation
- C. Financial assistance for medications, chemotherapy, and radiation treatment
- D. Financial assistance for rehabilitation supplies

The above services constitute a program that will give meaningful help to those who have cancer and their families.

PURPOSE

F.A.C.T. is dedicated to helping individuals who have been diagnosed as having cancer, and the following explanation of our Service and Rehabilitation policy is intended to help those individuals.

ELIGIBILITY AND APPLICATIONS

A. Anyone living in Seneca County who has been diagnosed as having cancer can apply for services through F.A.C.T.

B. Financial assistance from F.A.C.T. would not exclude the patient from receiving financial assistance from any other source providing this assistance was not for the same expense.

C. Application for service can be made by calling the telephone below or by mail to:

Financial Assistance for Cancer Treatment, Inc.

P.O.Box 624

Tiffin, OH 44883

Telephone: (419) 937-2540

D. Application may be made by one of the following referrals:

1. Patient
2. Family member
3. Physician
4. Hospital
5. Other community agency

E. A signed Patient Application and a signed Physician Authorization **must** be on file before services can be provided. This can be overridden if a) it is an emergency situation and b) a verbal authorization has been given by the Physician.

F. All names and information will be treated with confidentiality by F.A.C.T.

SERVICES OFFERED BY F.A.C.T.

A. Financial assistance for transportation:

Limit of 30 cents per mile (with maximum of \$900 per year). Reimbursed transportation must be for the purpose of cancer treatment. Transportation forms will be provided by F.A.C.T., and **must be signed at each treatment visit, by authorized personnel from that treatment center.**

B. Financial assistance for medications, chemotherapy & radiation treatment, including medical procedures (not already covered by insurance). Only those treatments considered cancer-related will be covered by F.A.C.T. The maximum payment allowed is *\$ 100 per month (as of January 1, 2009). If, during any month this amount is not used, it can not be carried over to the next month.

C. Financial assistance for rehabilitation supplies:

Those supplies authorized by the physician, and considered to be used for the treatment of cancer are covered by F.A.C.T. The maximum allowed is *\$ 100 per month (as of January 1, 2009). If, during any month this amount is not used, it can not be carried over to the next month. Supplies include, but are not limited to the following:

1. Ostomy Supplies
2. Mastectomy Supplies
3. Prosthesis
4. Dressings and other home care supplies
5. Nutritional Supplements

***Total** cancer-related funding can not exceed \$ 100 per month, except for mileage reimbursement, which is reimbursed up to \$900 per calendar year.

SERVICES NOT PROVIDED

Any charges already reimbursed by insurance or not cancer-related, are not covered by F.A.C.T.

AUTHORIZATION AND PAYMENT PROCEDURES

Authorization for reimbursable services and charges received, are made by F.A.C.T. after the cancer patient has been approved for services. Documentation must be received by F.A.C.T. showing charges to be reimbursed. A copy of this documentation is retained in the patient's file. In emergency situations or in situations not covered by this Rehabilitation policy, discretion has been given to the Treasurer, in lieu of waiting for the next scheduled board meeting, to authorize an expense as long as the expense does not exceed the monthly, maximum limit.

The reimbursable services of F.A.C.T. are intended to help cancer patients for a designated length of time. All patients have a right to an explanation of service decisions made by F.A.C.T. After twelve months, if there has been no activity in the patient's file, the file is considered to be inactive. If services are then requested, a new Physician Authorization form would need to be completed.

This Service and Rehabilitation Policy is subject to the approval of the Board and will be reviewed as needed by the Board.

Revised May 1, 2011