

Date:

[Patient Name] [Patient Address] [Patient City, State Zip]

Re: Application for financial assistance, Account #

East Los Angeles Doctors Hospital has a special program that could possibly assist you with your hospital bill. Currently, our records indicate that you have no medical insurance coverage to pay your outstanding balance with the hospital. If this is incorrect please contact us immediately to provide this information.

Your current hospital bill totals \$. Unless you qualify for assistance, this balance is your responsibility to pay immediately.

Attached is a financial assessment form that you must complete so that we can determine your ability to pay for the services provided by East Los Angeles Doctors Hospital. The hospital does provide charitable assistance in the event that we are able to determine that you are unable to pay for the services. Please complete the attached form fully and return it to the hospital at the address shown on this letter. Additionally, we must have legible copies of the documents listed on this letter below returned with your application. YOUR IMMEDIATE RESPONSE IS REQUIRED.

To avoid any further collection process on your outstanding balance we must receive your response within 30 days. Please return the following information:

- 1. Completed application
- 2. Signed authorization
- 3. IRS tax returns with W-2 form for the last two years
- 4. Copies of last two pay stubs
- 5. Means of support letter
- 6. Copies of last two bank statements
- 7. Copy of Medi-cal/SSI denial letter (if applicable)
- 8. Proof of Income from SSA (if applicable)
- 9. Proof of Income from Disability (if applicable)

Once received, your application will be reviewed and you will receive notification from us of the acceptance or rejection of your financial assistance application.

If you need further assistance you may contact the hospital's Business Office at 310-512-6169.

Sincerely,

Business Office

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