

Specialty Hospital of Lorain
Application for HCAP

INSTRUCTIONS

1. List all Household Members and their Monthly Income:

- a) List the names of everyone in the household whether they receive income from any source or not. Include yourself, any child(ren) you are applying for, any other children living in the home, your spouse, any grandparents and all other related and unrelated people living in your household. Use another piece of paper if more room is needed.
- b) List the income amount each household member received in the last month, before taxes and any other deductions and list its source(s). Possible sources include:

Earnings from Work

- Wages/Salaries/Tips
- Strike Benefits
- Unemployment Compensation
- Worker's Compensation
- Net Income from a Self-Owned Business or Farm

Welfare/Child Support/Alimony

- Public Assistance
- Welfare Payments
- Alimony
- Child Support

Pension/Retirement/Social Security

- Pension Payments
- Supplemental Security Income
- Retirement Benefits
- Veterans Payments
- Social Security Payments

Other Income

- Disability Benefits
- Cash from Savings
- Interest/Dividends
- Income from Estates and Trusts
- Income from Rents, Royalties and Annuities
- Rental Income
- Any other Income

- c) Supporting documentation must be included (e.g. pay stub, social security check stub, etc.). Failure to include this documentation with your application will result in a delayed or denied application.

2. Certification:

- a) All applications are required to have the signature of an adult household member.
- b) The application must contain the social security number of the adult household member who signs the application

Special Note: Any changes in income or family size **MUST** be reported to Specialty Hospital of Lorain within 30 days of the change. In order to report any of the following changes the patient will contact the billing office at.

These changes include:

- Family Income Changes
 - Obtaining employment, becoming self-employed, loss of employment, loss of business
 - Change in wages – increase or decrease
 - Become eligible for or ineligible for: unemployment, workers comp., disability, SSI, SSD, child support, retirement benefits
 - Bankruptcy filings
 - Become a landlord, manager or caretaker
 - Begin a payment or receipt of child support
 - Change in responsibility for account
- Family Size Changes
 - Marriage, change in domestic partner living arrangements, divorce, separation, birth, death, adoption
- Medical Assistance Changes
 - Becoming eligible or being terminated from medical assistance or general assistance
- Insurance Changes
 - Begin insurance coverage, change in coverage on a child by an absent parent
- Name, Address and Phone Changes

