

COMMUNITY BENEFIT NARRATIVE REPORTING INSTRUCTIONS

Effective for FY2015 Community Benefit Reporting

MedStar Southern Maryland Hospital Center

Health Services Cost Review Commission
4160 Patterson Avenue
Baltimore MD 21215

BACKGROUND

The Health Services Cost Review Commission’s (HSCRC or Commission) Community Benefit Report, required under §19-303 of the Health General Article, Maryland Annotated Code, is the Commission’s method of implementing a law that addresses the growing interest in understanding the types and scope of community benefit activities conducted by Maryland’s nonprofit hospitals.

The Commission’s response to its mandate to oversee the legislation was to establish a reporting system for hospitals to report their community benefits activities. The guidelines and inventory spreadsheet were guided, in part, by the VHA, CHA, and others’ community benefit reporting experience, and was then tailored to fit Maryland’s unique regulated environment. The narrative requirement is intended to strengthen and supplement the qualitative and quantitative information that hospitals have reported in the past. The narrative is focused on (1) the general demographics of the hospital community, (2) how hospitals determined the needs of the communities they serve, (3) hospital community benefit administration, and (4) community benefit external collaboration to develop and implement community benefit initiatives.

Reporting Requirements

I. GENERAL HOSPITAL DEMOGRAPHICS AND CHARACTERISTICS:

1. Please list the following information in Table I below. For the purposes of this section, “primary services area” means the Maryland postal ZIP code areas from which the first 60 percent of a hospital’s patient discharges originate during the most recent 12 month period available, where the discharges from each ZIP code are ordered from largest to smallest number of discharges. This information will be provided to all acute care hospitals by the HSCRC. (Specialty hospitals should work with the Commission to establish their primary service area for the purpose of this report).

Table I

Bed Designation:	Inpatient Admissions:	Primary Service Area Zip Codes:	All other Maryland Hospitals Sharing Primary Service Area:	Percentage of Uninsured Patients, by County:	Percentage of Patients who are Medicaid Recipients, by County:
255	14,183	20735 20748 20744 20747 20772 20746 20745 20602	University of Maryland Charles Regional Medical Center, Doctors Community	Prince George’s County- 64.4% Charles County- 15.54% (Hospital inpatient data)	Prince George’s County- 5.08% Charles County- 0.72% (Hospital inpatient data)

		http://www.hscrc.state.md.us/init_cb.cfm	Hospital, Anne Arundel Medical Center, Calvert Memorial Hospital, Fort Washington Hospital		
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2. For purposes of reporting on your community benefit activities, please provide the following information:

- a. Describe in detail the community or communities the organization serves. (For the purposes of the questions below, this will be considered the hospital’s Community Benefit Service Area – “CBSA”. This service area may differ from your primary service area on page 1.) This information may be copied directly from the section of the CHNA that refers to the description of the Hospital’s Community Benefit Community.

The Community Benefit Service Area (CBSA) for MedStar Southern Maryland Hospital Center (MedStar Southern Maryland) includes residents of Clinton, Maryland (zip code 20735). Based on quantitative and qualitative findings, the community was selected based on: 1) a high percentage of persons with risk factors for heart disease and stroke; 2) its proximity to the hospital; and 3) the availability of pre-existing programs and services.

According to the 2013 American Community Survey, there are 36,505 residents living in the CBSA. The majority of the CBSA population is African American (81.6%), followed by White (11.2%), and Hispanic or Latino (5.5%). An additional 2.8% of the population self-report two or more races. The vast majority of the residents (78.1%) are over the age of 18; the median age is 41. More than 91.8% of adults have a high school diploma or a higher level of education. Of the employed population, 72.1% commute to work alone, 15.6% utilize public transportation (excluding taxicab) and 8.1% carpool. The median income for the county (\$73,623) is comparable to that of Maryland (\$73,538). Despite the relatively high median income, 9.8% of residents are unemployed, which is significantly

higher than the reported 8.2% unemployment rate for Maryland. In addition, 3.1% of families in the county have incomes that are below the federal poverty guidelines.

Charles County was not selected as a CBSA; However, Charles County is located in the southern central portion of Maryland and borders Prince George’s County. There are a large number of Charles County residents who utilize our hospital services and participate in our community benefit program initiatives. Charles County is home to approximately 146,551 residents. The median income for the county (\$93,160) is significantly higher than that of Maryland (\$73,538). However, 4.8% of Charles County families have incomes that are below the federal poverty guidelines. 7.4% of the population is unemployed, which is lower than 8.2% reported unemployment rate for Maryland.

b. In Table II, describe significant demographic characteristics and social determinants that are relevant to the needs of the community and *include the source of the information in each response*. For purposes of this section, social determinants are factors that contribute to a person’s current state of health. They may be biological, socioeconomic, psychosocial, behavioral, or social in nature. (Examples: gender, age, alcohol use, income, housing, access to quality health care, education and environment, having or not having health insurance.) (Add rows in the table for other characteristics and determinants as necessary).

- Some statistics may be accessed from the Maryland State Health Improvement Process, (<http://dhmh.maryland.gov/ship/>)
- and its Area Health Profiles 2013, (<http://dhmh.maryland.gov/ship/SitePages/LHICcontacts.aspx>),
- The Maryland Vital -Statistics Administration (<http://dhmh.maryland.gov/vsa/SitePages/reports.aspx>),
- The Maryland Plan to Eliminate Minority Health Disparities (2010-2014) (http://dhmh.maryland.gov/mhhd/Documents/Maryland_Health_Disparities_Plan_of_Action_6.10.10.pdf),
- The Maryland ChartBook of Minority Health and Minority Health Disparities, 2nd Edition (<http://dhmh.maryland.gov/mhhd/Documents/Maryland%20Health%20Disparities%20Data%20Chartbook%202012%20corrected%202013%2002%2022%2011%20AM.pdf>)

Table II

Median Household Income within the CBSA	Clinton/20735(CBSA)- \$100,651 Prince George’s County- \$73,623 Charles County- \$93,160 U.S. Census Bureau, 2009-2013 5-Year American Community Survey http://factfinder.census.gov/faces/nav/jsf/
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	pages/community_facts.xhtml#none
Percentage of households with incomes below the federal poverty guidelines within the CBSA	<p>Clinton/20735(CBSA)- 3.1%</p> <p>Prince George’s County- 6.5%</p> <p>Charles County- 4.8%</p> <p>U.S. Census Bureau, 2009-2013 5-Year American Community Survey http://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml#none</p>
Please estimate the percentage of uninsured people by County within the CBSA This information may be available using the following links: http://www.census.gov/hhes/www/hlthins/data/acs/aff.html ; http://planning.maryland.gov/msdc/American_Community_Survey/2009ACS.shtml	<p>Clinton/20735(CBSA)- 8.4%</p> <p>Prince George’s County- 15.4%</p> <p>Charles County- 7.4%</p> <p>U.S. Census Bureau, 2009-2013 5-Year American Community Survey http://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml#none</p>
Percentage of Medicaid recipients by County within the CBSA.	<p>Prince George’s County- 20.4%</p> <p>Charles County- 15.6%</p> <p>Maryland Medicaid eHealth Statistics http://www.chpdm-ehealth.org/mco/index.cfm</p>
Life Expectancy by County within the CBSA (including by race and ethnicity where data are available). See SHIP website: http://dhmh.maryland.gov/ship/SitePages/Home.aspx and county profiles: http://dhmh.maryland.gov/ship/SitePages/LHICcontacts.aspx	<p>Prince George’s County- 79.6</p> <p>Charles County- 78.7</p> <p>Maryland SHIP Measures 2011-2013 http://dhmh.maryland.gov/ship/SitePages/Home.aspx</p>
Mortality Rates by County within the CBSA (including by race and ethnicity where data are available).	<p>Prince George’s County</p> <p>All Races- 597.1</p> <p>African American- 584.8</p> <p>White- 693.0</p> <p>Hispanic- 151.3</p> <p>Asian or Pacific Islander- 295.0</p> <p>Charles County</p> <p>All Races- 610.3</p> <p>African American- 434.1</p> <p>White- 788.3</p>

	<p>Hispanic- 104.5 Asian or Pacific Islander-390.5</p> <p>(per 100,000 population)</p> <p>Maryland Vital Statistics Annual Report, 2013 http://dhmh.maryland.gov/vsa/Documents/13annual.pdf</p>
<p>Access to healthy food, transportation and education, housing quality and exposure to environmental factors that negatively affect health status by County within the CBSA. (to the extent information is available from local or county jurisdictions such as the local health officer, local county officials, or other resources)</p> <p>See SHIP website for social and physical environmental data and county profiles for primary service area information: http://dhmh.maryland.gov/ship/SitePages/measures.aspx</p>	<p>Prince George's County</p> <p>Adults Unable to Afford to See a Doctor Prince George's County- 15.9% MD SHIP Goals 2014- 11.4</p> <p>Persons with Health Insurance Prince George's County- 83.7% MD SHIP Goals 2014- 93.6</p> <p>Renters Spending 30% or More of Household Income on Rent Prince George's County- 52.2% (falls within the worst percentile compared to other MD Counties)</p> <p>High School Graduation Prince George's County- 74.1% HP2020 Target- 82.4% MD SHIP 2014- 86.1% MD SHIP 2017- 95</p> <p>Annual Ozone Air Quality Prince George's County- 5 (lowest grade given to counties by the American Lung Association)</p> <p>Fast Food Restaurant Density Prince George's County- 0.78 restaurants per 1,000 population (falls within the worst percentile compared to other MD counties)</p> <p>Families with Low Access to a Grocery Store Prince George's County- 6.0% (falls below the 50 percentile compared to other MD counties)</p> <p>Mean Travel Time to Work</p>

	<p>Prince George's County- 35.8 minutes (falls within the worst percentile compared to other MD counties)</p> <p>Households without a Vehicle Prince Georges County- 9.7% (falls within the worst percentile compared to other MD counties)</p> <p>Charles County</p> <p>Adults Unable to Afford to See a Doctor Charles County- 12.6% MD SHIP Goals 2014- 11.4</p> <p>Persons with Health Insurance Charles County- 91.4% MD SHIP Goals 2014- 93.6</p> <p>Renters Spending 30% or More of Household Income on Rent Charles County- 56.3% (falls within the worst percentile compared to other MD Counties)</p> <p>High School Graduation Charles County- 89.8% HP2020 Target- 82.4% MD SHIP 2014- 86.1% MD SHIP 2017- 95</p> <p>Annual Ozone Air Quality Charles County- 5 (lowest grade given to counties by the American Lung Association)</p> <p>Fast Food Restaurant Density Charles County- 0.76 restaurants per 1,000 population (falls within the worst percentile compared to other MD counties)</p> <p>Families with Low Access to a Grocery Store Charles County- 9.0% (falls below the 50 percentile compared to other MD counties)</p> <p>Mean Travel Time to Work Charles County- 42.8 minutes (falls within the worst percentile compared to</p>
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	<p>other MD counties)</p> <p>Households without a Vehicle Charles County- 3.4%</p> <p>2014 Healthy Communities Dashboard http://admin.medstarhealth.thehcn.net/modules.php?op=modload&name=NS-Indicator&file=index</p>
<p>Available detail on race, ethnicity, and language within CBSA. See SHIP County profiles for demographic information of Maryland jurisdictions.</p>	<p>Race/Ethnicity:</p> <p>Clinton/20735(CBSA) African American- 29,772(81.6%) White- 4,085(11.2%) Asian- 1,188(3.3%) Hispanic- 2,001(5.5%) Two or more races- 1,016(2.8)</p> <p>Prince George’s County African American- 560,653 (64.2%) White- 185,930 (21.3%) Asian- 36,546 (4.2%) Hispanic- 134,192 (15.4%) Two or more races- 21,293 (2.4%)</p> <p>Charles County African American- 61,660 (41.4%) White- 74,894 (50.3%) Asian- 4,725 (3.2%) Hispanic- 6,815 (4.6%) Two or more races- 5,075 (3.4%)</p> <p>Languages Spoken at Home:</p> <p>Clinton/20735(CBSA) English-92.3% Speak a language other than English- 7.7%</p> <p>Prince George’s County English- 79.2% Speak a language other than English- 20.8%</p> <p>Charles County English- 92.8% Speak a language other than English- 7.2%</p> <p>U.S. Census Bureau, 2009-2013 5-Year</p>

	<p>American Community Survey http://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml?refresh=t&keepList=t#none</p>
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II. COMMUNITY HEALTH NEEDS ASSESSMENT

1. Has your hospital conducted a Community Health Needs Assessment that conforms to the IRS definition detailed on pages 4-5 within the past three fiscal years?

Yes
 No

Provide date here. 04/23/2013

2. Has your hospital adopted an implementation strategy that conforms to the definition detailed on page 5?

Yes 06/ 23/2013
 No

If you answered yes to this question, provide the link to the document here:

<http://ct1.medstarhealth.org/content/uploads/sites/17/2014/08/MSMHC-Full-Report-CHA-2013.pdf>

III. COMMUNITY BENEFIT ADMINISTRATION

1. Please answer the following questions below regarding the decision making process of determining which needs in the community would be addressed through community benefits activities of your hospital? (Please note: these are no longer check the blank questions only. A narrative portion is now required for each section of question b.

- a. Is Community Benefits planning part of your hospital's strategic plan?

Yes
 No

If yes, please provide a description of how the Community Benefits planning fits into the hospital's strategic plan, and provide the section of the strategic plan that applies to Community Benefits:

MedStar Health's vision is *to be the trusted leader in caring for people and advancing health*. In the fiscal year 2013 – 2017 MedStar Health Strategic Plan, community health and community benefit initiatives and tactics are organized under the implementation strategy of "Develop coordinated care/population health management capabilities." At the hospital-level, community health and community benefit initiatives and tactics are organized under the "Market Leadership" focus area.

- b. What stakeholders in the hospital are involved in your hospital community benefit process/structure to implement and deliver community benefit activities? (Please place a check next to any individual/group involved in the structure of the CB process and describe the role each plays in the planning process (additional positions may be added as necessary)

i. Senior Leadership

1. CEO
2. CFO
3. Other (please specify) Vice President of Marketing, Philanthropy and Community Relations

Describe the role of senior leadership

MedStar Southern Maryland Hospital's Board of Directors, CEO, and the organization's operations leadership team work thoroughly to ensure that the hospitals strategic and clinical goals are aligned with unmet community needs through the planning, monitoring, and evaluation of its community benefit activities.

ii. Clinical Leadership

1. Physician
2. Nurse
3. Social Worker
4. Other (please specify)

Describe the role of Clinical Leadership

Nursing leadership and hospital physicians continue to influence the decision making process and prioritization of MedStar Southern Maryland's Community Health Needs Assessment, by supporting community benefit activities throughout the fiscal year. Our healthcare professionals work to improve the health of our communities in countless ways: by hosting free screenings, seminars, and support groups, and by providing education to children in schools and to various community groups.

iii. Community Benefit Department/Team

1. Individual (please specify FTE)
Community Benefit Liaison (1FTE)
2. Committee (please list members)
3. Department
Community Outreach Manager (1FTE); Community Outreach Coordinator (1FTE); Community Outreach Assistant (.5FTE)

Community Benefit's Department/Team

The Community Benefit's Department/Team coordinates and carries out the community benefit activities throughout the fiscal year. These healthcare professionals work to improve the health of our communities in countless ways: by hosting free screenings, seminars, and support groups, and by providing education to children in schools and to various community groups.

Task Force (see members listed in table below)

Advisory Task Force

The purpose of the Advisory Task Force is to obtain community and institutional buy-in for the CHNA process, including priority setting and implementation strategy development. Advisory Task Force scope included review of secondary data and state and national community health goals, contribute to the prioritization of community health needs, and provide a recommendation on the direction of the hospital’s implementation strategy.

Organization	Name of Key Collaborator	Title
Prince George’s County Health Department	Ernest Carter, MD, PhD	Deputy Health Officer
Union Bethel A.M.E. Church	Rev. Dr. Harry Seawright	Reverend
District V Coffee Club	Carolyn Lowe	Coordinator
Southern Maryland Black Chamber of Commerce	Janice Wilson	Chairman of the Board
Greater Baden Medical Services	Melony Griffith	VP of Government and External Affairs
Coalition of Metropolitan Minister’s Alliance	Rev. Willie Hunt	Reverend
Prince George’s County Health Department	Pamela Creekmur	Health Officer
Coalition of Metropolitan Minister’s Alliance	Veda Belton, RN	Community Health Coordinator
GS Proctor and Associates	Dianne Proctor	Civic Leader
MedStar Physician Partners at Mitchellville	Andrew Lee, MD	Physician
Union Bethel A.M.E. Church	Cheryl Brown	Medical and Wellness Ministry Coordinator
Capital Area Food Bank	Susan Topping	Maryland Regional Director
Bethel House, Inc.	Ethel Shephard-Powell	Executive Director

4. ___Other

- c. Is there an internal audit (i.e., an internal review conducted at the hospital) of the Community Benefit report?

Spreadsheet yes _____no
 Narrative yes _____no

If yes, describe the details of the audit/review process (who does the review? Who signs off on the review?)

The internal review of the Community Benefit Report is performed by the Community Health Lead, the Financial Services Manager, and the CFO. The CFO provides oversight of the CBISA reporting function, auditing process and approval of Community Benefit funding. The CEO’s signature is obtained through an attestation letter supporting their approval of the Community Benefit Report. The MedStar Health Corporate Office also conducts a review/audit of the hospital’s community Benefit Report annually.

- d. Does the hospital’s Board review and approve the FY Community Benefit report that is submitted to the HSCRC?

Spreadsheet yes _____no
 Narrative yes _____no

If you answered no to this question, please explain why.

IV. COMMUNITY BENEFIT EXTERNAL COLLABORATION

External collaborations are highly structured and effective partnerships with relevant community stakeholders aimed at collectively solving the complex health and social problems that result in health inequities. Maryland hospital organizations should demonstrate that they are engaging partners to move toward specific and rigorous processes aimed at generating improved population health. Collaborations of this nature have specific conditions that together lead to meaningful results, including: a common agenda that addresses shared priorities, a shared defined target population, shared processes and outcomes, measurement, mutually reinforcing evidence based activities, continuous communication and quality improvement, and a backbone organization designated to engage and coordinate partners.

- a. Does the hospital organization engage in external collaboration with the following partners:

- Other hospital organizations
- Local Health Department
- _____ Local health improvement coalitions (LHICs)
- Schools
- _____ Behavioral health organizations
- Faith based community organizations
- Social service organizations

- b. Use the table below to list the meaningful, core partners with whom the hospital organization collaborated to conduct the CHNA. Provide a brief description of collaborative

activities with each partner (please add as many rows to the table as necessary to be complete)

Partner	Description
Prince George's County Health Department	Provided input and direction to CHNA process and associated program development execution and evaluation
Greater Baden Medical Services	Provided input and direction to CHNA process and associated program development execution and evaluation
District V Coffee Club	Provided input and direction to CHNA process and associated program development execution and evaluation
Union Bethel A.M.E. Church	Provided input and direction to CHNA process and associated program development execution and evaluation
Bethel House	Provided input and direction to CHNA process and associated program development execution and evaluation
Grace Gospel Worship Center	Provided input and direction to CHNA process and associated program development execution and evaluation
Mt. Ennon Baptist Church	Provided input and direction to CHNA process and associated program development execution and evaluation
American Heart Association	Provided input and direction to CHNA process and associated program development execution and evaluation
Prince George's County Department of Parks and Recreation	Provided input and direction to CHNA process and associated program development execution and evaluation
Capital Area Food Bank	Provided input and direction to CHNA process and associated program development execution and evaluation
Prince George's Community College	Provided input and direction to CHNA process and associated program

	development execution and evaluation
MedStar National Rehabilitation Network	Provided input and direction to CHNA process and associated program development execution and evaluation
MedStar Health at Mitchellville	Provided input and direction to CHNA process and associated program development execution and evaluation
Dare to C.A.R.E.	Provided input and direction to CHNA process and associated program development execution and evaluation
Holleran	The firm provided the following support: 1) assisted in the development of a community health assessment survey tool; 2) facilitated the community health assessment face-to-face group session; and 3) facilitated an implementation planning session.
Healthy Communities Institute	Provided quantitative data based on 129 community health indicators by county. Using a dashboard methodology, the web-based portal supported the hospital's prioritization process

c. Is there a member of the hospital organization that is co-chairing the Local Health Improvement Coalition (LHIC) in the jurisdictions where the hospital organization is targeting community benefit dollars?

_____yes Xno

d. Is there a member of the hospital organization that attends or is a member of the LHIC in the jurisdictions where the hospital organization is targeting community benefit dollars?

Xyes _____no

V. HOSPITAL COMMUNITY BENEFIT PROGRAM AND INITIATIVES

This Information should come from the implementation strategy developed through the CHNA process.

1. Please use Table III (see attachment) or, as an alternative, use Table IIIA, to provide a clear and concise description of the primary needs identified in the CHNA, the principal objective of each initiative and how the results will be measured, time allocated to each initiative, key partners in the planning and implementation of each initiative, measured outcomes of each initiative, whether each initiative will be continued based on the measured outcomes, and the current FY costs associated with each initiative. Use at least one page for each initiative (at 10 point type). Please be sure these initiatives occurred in the FY in which you are reporting. Please see attached examples of how to report.

For example: for each principal initiative, provide the following:

- a. Identified need: This includes the community needs identified by the CHNA. ***Include any measurable disparities and poor health status of racial and ethnic minority groups.***
- b. Name of Initiative: insert name of initiative.
- c. Primary Objective of the Initiative: This is a detailed description of the initiative, how it is intended to address the identified need, and the metrics that will be used to evaluate the results (Use several pages if necessary)
- d. Single or Multi-Year Plan: Will the initiative span more than one year? What is the time period for the initiative?
- e. Key Partners in Development/Implementation: Name the partners (community members and/or hospitals) involved in the development/implementation of the initiative. Be sure to include hospitals with which your hospital is collaborating on this initiative.
- f. How were the outcomes of the initiative evaluated?
- g. Outcome: What were the results of the initiative in addressing the identified community health need, such as a reduction or improvement in rate? (Use data to support the outcomes reported). How are these outcomes tied to the objectives identified in item C?
- h. Continuation of Initiative: Will the initiative be continued based on the outcome?
- i. Expense: A. What were the hospital’s costs associated with this initiative? The amount reported should include the dollars, in-kind-donations, or grants associated with the fiscal year being reported. B. Of the total costs associated with the initiative, what, if any, amount was provided through a restricted grant or donation?

Table III A. Initiative 1

<p>Identified Need</p> <p>Was this identified through the CHNA process?</p>	<p>Chronic Disease Prevention and Management; Stroke Prevention</p> <p>Prince George’s County</p> <p>Heart Disease is the leading cause of death.</p> <p>Heart Disease accounts for 25.6% of all deaths.</p>
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	<p>Stroke is the third leading cause of death.</p> <p>Stroke accounts for 4.5% of all deaths.</p> <p>67.6% of adults are overweight or obese.</p> <p>36.3% of adults have high blood pressure.</p> <p>Charles County</p> <p>Heart Disease is the leading cause of death.</p> <p>Heart Disease accounts for 25% of all deaths.</p> <p>72.1% of adults are overweight or obese.</p> <p>9.8% of adults have diabetes.</p> <p>40.3% of adults have high blood pressure.</p> <p>Yes, this was identified through the CHNA process.</p>
Hospital Initiative	Health Happy Hour
Total Number of People Within the Target Population	CBSA Clinton/20735: 36,505 people targeted
Total Number of People Reached by the Initiative Within the Target Population	51 people participated in FY15
Primary Objective	To reduce risk factors for heart disease and stroke through increased education and awareness, interactive nutrition and fitness activities, and health screenings.
Single or Multi-Year Initiative Time Period	Multi-Year Initiative (January 2014 – June 2015)
Key Partners in Development and/or Implementation	<p>Mirabella and Associates, Inc</p> <p>Fitness Unleashed, LLC</p>

	District V Police Department Grace Gospel Worship Center	
Impact/Outcome of Hospital Initiative	<p>Weight measurements were taken at 12 Health Happy Hour meetings (one per month) and tracked throughout the duration of the program to measure progress. Follow up calls were made in the middle of the month to check in with participants and their progress. 16 out of 51 participants (31%) reported weight loss after a year, with an average weight loss of 7.98 pounds.</p> <p>162 blood pressure screenings were taken at the Health Happy Hour meetings and tracked throughout the duration of the program to measure progress. Nineteen out of 51 participants (31%) reported improved blood pressure after a year. Normal blood pressure screening results increased by 34% after one year, compared to baseline screening data collected in July 2014.</p>	
Evaluation of Outcomes	<p>This program appears to be successful in educating members about leading a healthier lifestyle, focusing on healthier eating and exercise. Some participants lost weight, and many reported improved blood pressure. These results show that fitness and diet changes can have an impact on lowering the rates of obesity in our community, which in turn will lead to lower rates of high blood pressure and diabetes.</p>	
Continuation of Initiative	<p>Yes. Program is working and community members are leading healthier lifestyles. We will continue to explore new partnerships with local organizations. Guest speakers and presenters will continue to be added on a frequent basis.</p>	
A. Total Cost of Initiative for Current Fiscal Year B. What amount is Restricted Grants/Direct offsetting revenue	A. Cost of program includes staff hours, supplies and materials, contracted services, and room rental fees. \$7,005.00	B. N/A

Initiative 2

<p>Identified Need</p> <p>Was this identified through the CHNA process?</p>	<p>Chronic Disease Prevention and Management; Stroke Prevention</p> <p>Prince George’s County</p> <p>Heart Disease is the leading cause of death.</p> <p>Heart Disease accounts for 25.6% of all deaths.</p> <p>Stroke is the third leading cause of death.</p> <p>Stroke accounts for 4.5% of all deaths.</p> <p>67.6% of adults are overweight or obese.</p> <p>36.3% of adults have high blood pressure.</p> <p>Charles County</p> <p>Heart Disease is the leading cause of death.</p> <p>Heart Disease accounts for 25% of all deaths.</p> <p>72.1% of adults are overweight or obese.</p> <p>9.8% of adults have diabetes.</p> <p>40.3% of adults have high blood pressure.</p> <p>Yes, this was identified through the CHNA process.</p>
<p>Hospital Initiative</p>	<p>MedStar Southern Maryland Hospital Center Laboratory Free Health Screenings</p>
<p>Total Number of People Within the Target Population</p>	<p>CBSA Clinton/20735: 36,505 people targeted</p>
<p>Total Number of People Reached by the Initiative Within the Target Population</p>	<p>261 total participants in FY15</p>
<p>Primary Objective</p>	<p>To increase the number of CBSA members who are aware of their health status by providing full lipid panel and glucose screenings.</p>

Single or Multi-Year Initiative Time Period	Multi-Year Initiative (July 2006 – June 2015)
Key Collaborators in Delivery of the Initiative	N/A
Impact/Outcome of Hospital Initiative	<p>261 glucose, triglyceride, and cholesterol screenings performed at the MedStar Southern Maryland Hospital Center Laboratory free of charge to CBSA residents. All screening participants receive personalized follow-up and consultations, provided by Community Outreach associates.</p> <p>Participants with screening results out of normal range are advised to follow up with their primary care physician. In FY15, there were 270 abnormal results (even though there were only 261 screenings performed, it's important to keep in mind that each screening yields 3 separate results: glucose, triglycerides, and cholesterol. This is why 270 abnormal results occurred even though only 261 screenings were performed).</p> <p>Participants who do not have a current primary care physician, or are uninsured or underinsured, are provided with recommended resources in their community. Community Outreach associates follow up with these participants to insure they have connected with a provider.</p>
Evaluation of Outcomes	Community members are provided with valuable information about their health from this free screening. They can discuss their results with community outreach associates, who can then refer them to other resources for assistance, including our Health Happy Hour group. A few of the Health Happy Hour members have been referred by this service.
Continuation of Initiative	Yes, with some modifications. Additional follow-up opportunities will be identified and considered for implementation. Improved follow-up with patients will also be explored. Increased advertising/promotion of this service will be explored to encourage participation.

<p>A. Total Cost of Initiative for Current Fiscal Year</p> <p>B. What amount is Restricted Grants/Direct offsetting revenue</p>	<p>A. Cost of program includes staff hours, supplies and materials.</p> <p>\$1,245.00</p>	<p>B. N/A</p>
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Initiative 3

<p>Identified Need</p> <p>Was this identified by the CHNA process?</p>	<p>Chronic Disease Prevention and Management; Stroke Prevention</p> <p>Prince George’s County</p> <p>Heart Disease is the leading cause of death.</p> <p>Heart Disease accounts for 25.6% of all deaths.</p> <p>67.6% of adults are overweight or obese.</p> <p>36.3% of adults have high blood pressure.</p> <p>Charles County</p> <p>Heart Disease is the leading cause of death.</p> <p>Heart Disease accounts for 25% of all deaths.</p> <p>72.1% of adults are overweight or obese.</p> <p>9.8% of adults have diabetes.</p> <p>40.3% of adults have high blood pressure.</p> <p>Yes, this was identified through the CHNA process.</p>
<p>Hospital Initiative</p>	<p>Mall Walker Program</p>
<p>Total Number of People Within the Target Population</p>	<p>CBSA Clinton/20735: 36,505 people targeted</p> <p>Prince George’s County: 873,481 people targeted</p>

	Charles County: 72.1% of adults are obese = 148,957 people targeted
Total Number of People Reached by the Initiative Within the Target Population	There are 6,100 total registered members of the Mall Walker Program since the program started in 1989. 246 new members for FY15.
Primary Objective	To increase the number of community members who are aware of their health status and to increase the level of physical activity of participants. MedStar Southern Maryland Hospital Center, in collaboration with St. Charles Towne Center Mall, hosts the mall walker program weekday mornings for local residents. Members are encouraged to engage in physical activity during the allotted two hours by walking a pre-determined path. Each lap around the path is equivalent to one half mile. MedStar Southern Maryland Hospital Center Community Outreach associates are on-site to provide members with blood pressure screenings. Screenings are followed up with personal consultations. Additional health-related materials and resources. Each health screening performed is measured as a community member who, as a result of having received the screening, results and consultations, has increased the awareness of their health status. A Mall Walker Breakfast is hosted each month, hosted by various healthcare professionals to highlight relevant health-related topics.
Single or Multi-Year Initiative Time Period	Multi-Year Initiative (1989 – June 2015)
Key Collaborators in Delivery of the Initiative	St. Charles Towne Center Mall in Waldorf, MD Charles County Health Department in Waldorf, MD
Impact/Outcome on the Hospital Initiative	Community outreach associates offered free blood pressure screenings to all registered mall walkers. 14,377 blood pressure screenings were performed. Physicians and other medical professionals gave presentations to participants on related topics each month, for a total of 10 presentations in FY15. While blood pressures are available any day of the program (which allows participants to monitor their progress), the official day for taking and

	<p>recording them is once a month at the monthly mall walkers breakfast. Of the 6100 registrants, about 40 people show up each month at the breakfast. Of the 40, 30 saw improvement over the year. The remaining 10 were inconsistent (some months the figure was improved, while other months it was not improved). It was discovered that several of these 10 were non-compliant with their diet and medication management, therefore ongoing support and education is provided on a daily basis.</p>	
Evaluation of Outcomes	<p>This program encourages physical fitness, which can assist with weight management and in some cases leads to weight loss, resulting in lower rates of obesity, which in turn leads to lower rates of blood pressure, stroke, and diabetes. Participants have reported lowered blood pressure rates over time.</p>	
Continuation of Initiative	<p>Yes. Additional follow-up opportunities will be identified and considered for implementation. There are also opportunities for better data recording and tracking, and we will be exploring those as well. Increased advertising/promotion of this service will be explored to encourage participation. In addition, we will continue to explore the possibilities of adding a similar program in CBSA. In FY15, our community explored the options in Clinton, MD, but they are limited. The only suitable location at this time would be an outdoor park, but that comes with additional challenges (i.e. weather, allergies, etc.). The team plans to explore options for expanding into Prince George's County.</p>	
<p>A. Total Cost of Initiative for Current Fiscal Year</p> <p>B. What amount is Restricted Grants/Direct offsetting revenue</p>	<p>A. Cost of program includes staff hours, supplies and materials.</p> <p>\$30,895.00</p>	<p>B. N/A</p>

2. Were there any primary community health needs that were identified through the CHNA that were not addressed by the hospital? If so, why not? (Examples include other social issues related to health status, such as unemployment, illiteracy, the fact that another nearby hospital is focusing on an identified community need, or lack of resources related to prioritization and planning.) This information may be copied directly from the CHNA that refers to community health needs identified but unmet.

Condition / Issue	Classification	Provide statistic and source	Explanation
Smoking Cessation	Wellness and Prevention	<p>Reducing tobacco use by adults is identified as a top Prince George’s County Health Improvement Plan priority.</p> <p>A majority of survey respondents were unaware of smoking cessation programs available in the community.</p>	<p>MedStar Southern Maryland does not have expertise or specialized knowledge to adequately address this health issue.</p> <p>Prince George’s County Health Department is leading such initiatives.</p>
Drug and Alcohol Abuse	Wellness and Prevention	<p>Reducing the number of drug induced deaths is identified as a top Prince George’s County Improvement Plan priority.</p> <p>A majority of survey respondents were unaware of</p>	<p>MedStar Southern Maryland does not have expertise or specialized knowledge to adequately address this health issue.</p> <p>Prince George’s County Health Department is leading such initiatives.</p>

		drug/alcohol abuse prevention programs available in the community.	
HIV/AIDS	Wellness and Prevention	<p>In 2009, Prince George’s County accounted for approximately 65% of all AIDS cases in Suburban Maryland (Prince George’s County Health Improvement Plan)</p> <p>The prevalence of HIV in Prince George’s County is 771.6 cases/100,000 population, compared to 615.5 cases in the state of Maryland (MD DHMH)</p>	<p>MedStar Southern Maryland does not have expertise or specialized knowledge to adequately address this area of need.</p> <p>Prince George’s County Health Department is leading such initiatives.</p>

3. How do the hospital’s CB operations/activities work toward the State’s initiative for improvement in population health? (see links below for more information on the State’s various initiatives)

In alignment with the State’s population health strategy, the goals of the community benefit initiatives were to promote health and wellness and improve health knowledge and behaviors among communities and populations disproportionately affected by highly prevalent diseases and conditions. Data demonstrates that MSMHC’s surrounding community is at-risk for stroke, heart disease, and diabetes therefore the hospital has

made efforts to target individuals who may be at-risk to help them lead a healthier lifestyle and avoid preventable hospitalizations. MSMHC has established a Congestive Heart Failure Clinic and a Diabetes Clinic for this purpose. Community benefits further supports this initiative by offering free screenings and educational seminars focused on heart health, diabetes and stroke support groups, and special programs such as the Mall Walkers Program and the Health Happy Hour.

VI. PHYSICIANS

1. As required under HG§19-303, provide a written description of gaps in the availability of specialist providers, including outpatient specialty care, to serve the uninsured cared for by the hospital.

Physician leadership and case management staff has identified the following areas of concern:

Limited availability of outpatient psychiatry services

Limited availability of inpatient and outpatient substance abuse programs

Limited availability of vascular surgeons

2. If you list Physician Subsidies in your data in category C of the CB Inventory Sheet, please indicate the category of subsidy, and explain why the services would not otherwise be available to meet patient demand. The categories include: Hospital-based physicians with whom the hospital has an exclusive contract; Non-Resident house staff and hospitalists; Coverage of Emergency Department Call; Physician provision of financial assistance to encourage alignment with the hospital financial assistance policies; and Physician recruitment to meet community need.

No physician subsidies listed.

VII. APPENDICES

**Appendix I
Financial Assistance Policy**

MedStar Southern Maryland prepares its FAP, or a summary thereof, in:

- English and Spanish.
- a culturally sensitive manner.
- at a reading comprehension level appropriate to the patient population
- posts its FAP, or a summary thereof, and financial assistance contact information in admissions areas, emergency rooms, and other areas of facilities in which eligible patients are likely to be present.
- provides a copy of the FAP, or a summary thereof, and financial assistance contact information to patients or their families as part of the intake process.
- provides a copy of the FAP, or a summary thereof, and financial assistance contact information to patients with discharge materials.
- includes the FAP, or a summary thereof, along with financial assistance contact information, in patient bills.
- discusses with patients or their families the availability of various government benefits, such as Medicaid or state programs, and assists patients with qualification for such programs, where applicable.

**Appendix II
Financial Assistance Policy Changes**

Since the Affordable Health Care Act took effect, MedStar Health has made the following changes to its Financial Assistance Policy:

- Includes state and federal insurance exchange navigators as resources for patients
- Defines underinsured patients who may receive assistance
- Began placing annual financial assistance notices in newspapers serving the hospitals' target populations
- Added section 2 under responsibilities (see Appendix III)

**Appendix III
Financial Assistance Policy**

Title:	Hospital Financial Assistance Policy
Purpose:	To ensure uniform management of the MedStar Health Corporate Financial Assistance Program within all MedStar Health hospitals
Effective Date:	07/01/2011

Policy

1. As one of the region's leading not-for-profit healthcare systems, MedStar Health is committed to ensuring that uninsured patients within the communities we serve who lack financial resources have access to necessary hospital services. MedStar Health and its healthcare facilities will:

- 1.1 Treat all patients equitably, with dignity, with respect and with compassion.
- 1.2 Serve the emergency health care needs of everyone who presents at our facilities regardless of a patient's ability to pay for care.
- 1.3 Assist those patients who are admitted through our admissions process for non-urgent, medically necessary care who cannot pay for the care they receive.
- 1.4 Balance needed financial assistance for some patients with broader fiscal responsibilities in order to keep its hospitals' doors open for all who may need care in the community.

Scope

1. In meeting its commitments, MedStar Health's facilities will work with their uninsured patients to gain an understanding of each patient's financial resources prior to admission (for scheduled services) or prior to billing (for emergency services). Based on this information and patient eligibility, MedStar Health's facilities will assist uninsured patients who reside within the communities we serve in one or more of the following ways:

- 1.1 Assist with enrollment in publicly-funded entitlement programs (e.g., Medicaid).
- 1.2 Assist with consideration of funding that may be available from other charitable organizations.
- 1.3 Provide charity care and financial assistance according to applicable guidelines.
- 1.4 Provide financial assistance for payment of facility charges using a sliding scale based on patient family income and financial resources.
- 1.5 Offer periodic payment plans to assist patients with financing their healthcare services.

Definitions

1. Free Care

Financial assistance for medically necessary care provided to uninsured patients in households between 0% and 200% of the FPL.

2. Reduced Cost-Care

Financial assistance for medically necessary care provided to uninsured patients in households between 200% and 400% of the FPL.

3. Medical Hardship

Medical debt, incurred by a household over a 12-month period, at the same hospital that exceeds 25% of the family household income.

4. Maryland State Uniform Financial Assistance Application

A uniform data collection document developed through the joint efforts of Maryland hospitals and the Maryland Hospital Association.

5. Maryland Patient Information Sheet / MedStar Patient Information Sheet (Non-Maryland Hospitals)

A patient education document that provides information about MedStar's Financial Assistance policy, and patient's rights and obligations related to seeking and qualifying for free or reduced cost medically necessary care.

Responsibilities

1. Each facility will post the policy, including a description of the applicable communities it serves, in each major patient registration area and in any other areas required by applicable regulations, will communicate the information to patients as required by this policy and applicable regulations and will make a copy of the policy available to all patients. Additionally, the Maryland Patient Information Sheet / MedStar's Patient Information Sheet will be provided to inpatients on admission and at time of final account billing.

2. MedStar Health believes that its patients have personal responsibilities related to the financial aspects of their healthcare needs. The charity care, financial assistance, and periodic payment plans available under this policy will not be available to those patients who fail to fulfill their responsibilities. For purposes of this policy, patient responsibilities include:

2.1 Completing financial disclosure forms necessary to evaluate their eligibility for publicly-funded healthcare programs, charity care programs, and other forms of financial assistance. These disclosure forms must be completed accurately, truthfully, and timely to allow MedStar Health's facilities to properly counsel patients concerning the availability of financial assistance.

2.2 Working with the facility's financial counselors and other financial services staff to ensure there is a complete understanding of the patient's financial situation and constraints.

2.3 Completing appropriate applications for publicly-funded healthcare programs. This responsibility includes responding in a timely fashion to requests for documentation to support eligibility.

2.4 Making applicable payments for services in a timely fashion, including any payments made pursuant to deferred and periodic payment schedules.

2.5 Providing updated financial information to the facility's financial counselors on a timely basis as the patient's circumstances may change.

2.6 It is the responsibility of the patient to inform the MedStar hospital of their existing eligibility under a medical hardship during the 12 month period.

3. Uninsured patients of MedStar Health's facilities may be eligible for charity care or sliding-scale financial assistance under this policy. The financial counselors and financial services staff will determine eligibility for charity care and sliding-scale financial assistance based on review of income for the patient and their family (household), other financial resources available to the patient's family, family size, and the extent of the medical costs to be incurred by the patient.

4. ELIGIBILITY CRITERIA FOR FINANCIAL ASSISTANCE

4.1 Federal Poverty Guidelines. Based on family income and family size, the percentage of the then-current Federal Poverty Level (FPL) for the patient will be calculated.

4.1.1 Free Care: Free Care will be available to uninsured patients in households between 0% and 200% of the FPL.

4.1.2 Reduced Cost-Care: Reduced Cost-Care will be available to uninsured patients in households between 200% and 400% of the FPL. Reduced Cost-Care will be available based on a sliding-scale as outlined below.

4.1.3 Ineligibility. If this percentage exceeds 400% of the FPL, the patient will not be eligible for Free Care or Reduced-Cost Care assistance (unless determined eligible based on Medical Hardship criteria, as defined below).

4.2 Basis for Calculating Amounts Charged to Patients: Free Care or Reduced-Cost Care Sliding Scale Levels:

Adjusted Percentage of Poverty Level	Financial Assistance Level Free / Reduced-Cost Care	
	HSCRC-Regulated Services ¹	Washington Facilities and non-HSCRC Regulated Services
0% to 200%	100%	100%
201% to 250%	40%	80%
251% to 300%	30%	60%
301% to 350%	20%	40%
351% to 400%	10%	20%
more than 400%	no financial assistance	no financial assistance

4.3 **MedStar Health Washington DC Hospitals** will comply with IRS 501(r) requirements on limiting the amounts charged to uninsured patients seeking emergency and medically necessary care.

4.3.1 Amounts billed patients who qualify for financial assistance will be an average of the three best negotiated commercial rates.

4.3.2 MedStar Health will calculate the average of the three best negotiated commercial rates annually.

5. FINANCIAL ASSISTANCE: ADDITIONAL FACTORS USED TO DETERMINE ELIGIBILITY FOR MEDICAL ASSISTANCE: MEDICAL HARDSHIP.

5.1 MedStar Health will evaluate patients for Medical Hardship Financial Assistance if they exceed the 400% of the FPL and are deemed ineligible for Free Care or Reduced-Cost Care.

5.2 Medical Hardship is defined as medical debt, incurred by a household over a 12-month period, at the same hospital that exceeds 25% of the family household income.

5.3 MedStar Health will provide Reduced-Cost Care to patients with income below 500% of the FPL that, over a 12 month period, has incurred medical debt at the same hospital in excess of 25% of the patient’s household income. Reduced Cost-Care will be available based on a sliding-scale as outlined below.

5.4 A patient receiving reduced-cost care for medical hardship and the patient’s immediate family members shall receive/remain eligible for Reduced-Cost medically necessary care when seeking subsequent care for 12 months beginning on the date which the reduced-care was received. It is the responsibility of the patient to inform the MedStar hospital of their existing eligibility under a medical hardship during the 12 month period.

5.5 If a patient is eligible for both Free Care / Reduced-Cost Care, and Medical Hardship, the hospital will employ the more generous policy to the patient.

5.6 Medical Hardship Reduced-Care Sliding Scale Levels:

Adjusted Percentage of Poverty Level	Financial Assistance Level – Medical Hardship	
	HSCRC-Regulated Services	Washington Facilities and non-HSCRC Regulated Services
Less than 500%	Not to Exceed 25% of Household Income	Not to Exceed 25% of Household Income

6. METHOD FOR APPLYING FOR FINANCIAL ASSISTANCE: INCOME AND ASSET DETERMINATION.

6.1 Patients may obtain an application for Financial Assistance Application:

6.1.1 On Hospital websites

6.1.2 From Hospital Patient Financial Counselor Advocates

6.1.3 By calling Patient Financial Services Customer Service

6.2 MedStar Health will evaluate the patient's financial resources (assets convertible to cash) by calculating a pro forma net worth **EXCLUDING**:

6.2.1 The first \$150,000 in equity in the patient's principle residence

6.2.2 Funds invested in qualified pension and retirement plans where the IRS has granted preferential treatment

6.2.3 The first \$10,000 in monetary assets e.g., bank account, stocks, CD, etc

6.3 MedStar Health will use the Maryland State Uniform Financial Assistance Application as the standard application for all MedStar Health Hospitals. MedStar Health will require the patient to supply all documents necessary to validate information to make eligibility determinations.

6.4 Financial assistance applications and support documentation will be applicable for determining program eligibility one (1) year from the application date. Additionally, MedStar will consider for eligibility all accounts (including bad debts) 6 months prior to the application date.

7. PRESUMPTIVE ELIGIBILITY

7.1 Patients already enrolled in certain means-tested programs are deemed eligible for free care on a presumptive basis. Programs eligible under the MedStar Health financial assistance program include, but may not be limited to:

7.1.1 Maryland Primary Adult Care Program (PAC)

7.1.2 Maryland Supplemental Nutritional Assistance Program (SNAP)

7.1.3 Maryland Temporary Cash Assistance (TCA)

7.1.4 Maryland State and Pharmacy Only Eligibility Recipients

7.1.5 DC Healthcare Alliance or other Non-Par Programs

7.2 Additional presumptively eligible categories will include with minimal documentation:

7.2.1 Homeless patients

7.2.2 Deceased patients with no known estate

7.2.3 Members of a recognized religious organization who have taken a vow of poverty

7.2.4 All patients based on other means test scoring campaigns

7.2.5 All secondary balances after primary Medicare insurance where patients meet income and asset eligibility tests

7.2.6 All spend-down amounts for eligible Medicaid patients.

8 MEDSTAR HEALTH FINANCIAL ASSISTANCE APPEALS

8.1 In the event a patient is denied financial assistance, the patient will be provided the opportunity to appeal the MedStar Health denial determination.

8.2 Patients are required to submit a written appeal letter to the Director of Patient Financial Services with additional supportive documentation.

8.3 Appeal letters must be received within 30 days of the financial assistance denial determination.

8.4 Financial assistance appeals will be reviewed by a MedStar Health Appeals Team. Team members will include the Director of Patient Financial Services, Assistance Vice President of Patient Financial Services, and the hospital's Chief Financial Officer.

8.5 Denial reconsideration decisions will be communicated, in writing, within 30 business days from receipt of the appeal letter.

8.6 If the MedStar Health Appeals Panel upholds

9. PAYMENT PLANS

9.1 MedStar Health will make available interest-free payment plans to uninsured patients with income between 200% and 500% of the FPL.

9.2 Patients to whom discounts, payment plans, or financial assistance are extended have continuing responsibilities to provide accurate and complete financial information. In the event a patient fails to meet these continuing responsibilities, the patient will become financially responsible for the original amount owed, less any payments made to date.

10 BAD DEBT RECONSIDERATIONS AND REFUNDS

10.1 In the event a patient who, within a two (2) year period after the date of service was found to be eligible for free care on that date of service, MedStar will initiate a review of the account(s) to determine the appropriateness for a patient refund for amounts collected exceeding \$25.

10.2 It is the patient's responsibility to request an account review and provide the necessary supportive documentation to determine free care financial assistance eligibility.

10.3 If the patient failed to comply with requests for documentation, MedStar Health will document the patient's non-compliance. The patient will forfeit any claims to a patient refund or free care assistance.

10.4 If MedStar Health obtains a judgment or reported adverse information to a credit reporting agency for a patient that was later to be found eligible for free care, MedStar Health will seek to vacate the judgment or strike the adverse information.

Exceptions

1 PROGRAM EXCLUSION

MedStar Health's financial assistance program excludes the following:

1.1 Insured patients who may be "underinsured" (e.g. patient with high deductibles/coinsurance)

1.2 Patient seeking non-medically necessary services, including cosmetic procedures

1.3 Non-US Citizens,

1.3.1 Excluding individuals with permanent resident /resident alien status as defined by the Bureau of Citizenship and Immigration Services has issued a green card

1.4 Patients residing outside a hospital's defined zip code service area

1.4.1 Excluding patient referral between MedStar Health Network System

1.4.2 Excluding patients arriving for emergency treatment via land or air ambulance transport

1.4.3 Specialty services specific to each MedStar Health hospital and approved as a program exclusion

1.5 Patients that are non-compliant with enrollment processes for publicly –funded healthcare programs, charity care programs, and other forms of financial assistance

As stated above, patients to whom discounts, payment plans, or financial assistance are extended have continuing responsibilities to provide accurate and complete financial information. In the event a patient fails to meet these continuing responsibilities, the patient will become financially responsible for the original amount owed, less any payments made to date.

What Constitutes Non-Compliance

Actions or conduct by MedStar Health employee or contract employee in violate of this Policy.

Consequences of Non-Compliance

Violations of this Policy by any MedStar Health employee or contract employee may require the employee to undergo additional training and may subject the employee to disciplinary action, including, but not limited to, suspension, probation or termination of employment, as applicable.

Explanation And Details/Examples

N/A

Requirements And Guidelines For Implementing The Policy

N/A

Related Policies

N/A

Procedures Related To Policy

Admission and Registration
Financial Self Pay Screening
Billing and Collections
Bad Debt

Legal Reporting Requirements

HSCRC Reporting as required – Maryland Hospitals Only
Year End Financial Audit Reporting
IRS Reporting

Reference To Laws Or Regulations Of Outside Bodies

Maryland Senate Bill 328 Chapter 60 – Maryland Hospitals Only
COMAR 10.37.10 Rate Application and Approval Procedures – Maryland Hospitals Only
IRS Regulations Section 501(r)

Right To Change Or Terminate Policy

Any change to this Policy requires review and approval by the Legal Services Department. Proposed changes to this Policy will be discussed with all affected parties at both the Business Unit and Corporate levels of the Organization. The Corporation's policies are the purview of the Chief Executive Officer (CEO) and the CEO's management team. The CEO has final sign-off authority on all corporate policies.

Appendix IV Patient Information Sheet



MedStar Southern Maryland Hospital Center

P.O. Box 735
Clinton, MD 20735
301-877-5586 **PHONE**
medstarsouthernmaryland.org

HOSPITAL PATIENT INFORMATION SHEET

Hospital Financial Assistance Policy

MedStar Southern Maryland Hospital Center is committed to ensuring that uninsured patients within its service area who lack financial resources have access to medically necessary hospital services. If you are unable to pay for medical care, have no other insurance options or sources of payment including Medical Assistance, litigation or third-party liability, you may qualify for **Free or Reduced Cost Medically Necessary Care**.

MedStar Southern Maryland Hospital Center meets or exceeds the legal requirements by providing financial assistance to those individuals in households below 200% of the federal poverty level and reduced cost-care up to 400% of the federal poverty level.

Patients' Rights

MedStar Southern Maryland Hospital Center will work with their uninsured patients to gain an understanding of each patient's financial resources.

- They will provide assistance with enrollment in publicly-funded entitlement programs (e.g. Medicaid) or other considerations of funding that may be available from other charitable organizations.
- If you do not qualify for Medical Assistance, or financial assistance, you may be eligible for an extended payment plan for your hospital medical bills.
- If you believe you have been wrongfully referred to a collection agency, you have the right to contact the hospital to request assistance. (See contact information below).

Patients' Obligations

MedStar Southern Maryland Hospital believes that its patients have personal responsibilities related to the financial aspects of their healthcare needs. Our patients are expected to:

- Cooperate at all times by providing complete and accurate insurance and financial information.
- Provide requested data to complete Medicaid applications in a timely manner.
- Maintain compliance with established payment plan terms.
- Notify us timely at the number listed below of any changes in circumstances.

Contacts:

Call 301-877-4262 with questions concerning:

- Your hospital bill
- Your rights and obligations with regards to your hospital bill
- How to apply for Medicaid
- How to apply for free or reduced care

For information about Maryland Medical Assistance

Contact your local Department of Social Services

1-800-332-6347 TTY 1-800-925-4434

Or visit: www.dhr.stat.md.us

Physician charges are not included in hospitals bills and are billed separately.

Knowledge and Compassion
Focused on You



MedStar Southern Maryland Hospital Center

P.O. Box 735
Clinton, MD 20735
301-877-5586 **PHONE**
medstarsouthernmaryland.org

HOJA DE LA INFORMACIÓN DEL INTERNO DE MARYLAND

Política de la ayuda financiera del hospital

MedStar Southern Maryland Hospital Center está confiado a asegurarse de que los pacientes sin seguro dentro de su área de servicio que carecen recursos financieros tienen acceso a los servicios médicamente necesarios del hospital. Si usted no puede pagar asistencia médica, no tenga ninguna otra opción del seguro o las fuentes del pago incluyendo la ayuda médica, el pleito o la responsabilidad de tercera persona, **usted puede calificar para el cuidado médicamente necesario libre o reducido del coste.**

MedStar Southern Maryland Hospital Center resuelve o excede los requisitos legales proporcionando ayuda financiera a esos individuos en casas debajo de 200% del nivel de pobreza federal y del coste-cuidado reducido hasta el 400% del nivel de pobreza federal.

Las derechas del pacientes

MedStar Southern Maryland Hospital Center trabajará con sus pacientes sin seguro para ganar una comprensión de los recursos financieros de cada paciente.

- Proveerán de ayuda la inscripción en programas público-financiados del derecho (e.g. Medicaid) u otras consideraciones del financiamiento que pueden estar disponibles de otras organizaciones caritativas.
- Si usted no califica para la ayuda médica, o la ayuda financiera, usted puede ser elegible para un plan extendido del pago para sus cuentas médicas del hospital.
- Si usted cree ilícito le han referido una agencia de colección, usted tiene la derecha de entrar en contacto con el hospital para solicitar ayuda. (Véase la información del contacto abajo).

Obligaciones de los pacientes

MedStar Southern Maryland Hospital Center cree que sus pacientes tienen responsabilidades personales relacionadas con los aspectos financieros de sus necesidades del healthcare. Nuestros pacientes esperan:

- Coopere siempre proporcionando seguro completo y exacto y la información financiera.
- Proporcione los datos solicitados para terminar los usos de Medicaid de una manera oportuna.
- Mantenga la conformidad con terminos establecidos del plan del pago.
- Notifiquenos oportunos en el número enumerado abajo de cualquier cambio en circunstancias.

Contacto:

Llamada 301-877-4262 con preguntas respect a:

- Su cuenta del hospital
- Las sus derechas y obligaciones en lo que respecta a su hospital manda la cuenta
- Cómo solicitar Maryland Medicaid
- Cómo solicitar cuidado libre o reducido

Para la información sobre Maryland Ayuda Médica

Entre en contacto con su departamento local de servicios sociales:

1-800-332-6347 TTY 1-800-925-4434

O visitor: www.dhr.state.md.us

Las cargas del médico no se incluyen en cuentas de los hospitales y se mandan la cuenta por separado.

Knowledge and Compassion
Focused on You

Appendix V

Mission, vision, and values statement

Mission and Values

MedStar Southern Maryland is a full-service, regional healthcare facility founded in 1977 to provide a complete range of inpatient, outpatient and community services for the residents of Southern Maryland. At MSMHC, highly skilled health professionals efficiently deliver respectful and compassionate care using the most advanced medical technology.

MedStar Southern Maryland is a resource center seeking to prevent illness and promote health through education and screening. Our goal is to assist the residents of Southern Maryland in achieving the highest possible level of physical and mental health, and thereby improve the quality of life in our community.

MedStar Southern Maryland continuously evaluates all the clinical services we provide and continuously seeks to improve the delivery of care to patients. Each MedStar Southern Maryland associate, medical staff member and volunteer is motivated by an uncompromising commitment to quality.

The associates, medical staff, and volunteers of MedStar Southern Maryland hold in common the following values with respect to our patients and our professional relationships.

Quality: We perform each task to the best of our abilities and never cease to try to do better.

Respect: We acknowledge the dignity of every individual and appreciate each other's differences and uniqueness.

Integrity: We are forthright with our patients and each other. We fulfill our tasks promptly, accurately, and completely.

Safety: We are committed to improving patient safety and reducing risks for patients and others, including healthcare providers.

Flexibility: We continuously adjust our methods to serve our patients, and we readily embrace change and new technology.

Efficiency: We manage our work to conserve resources and hold down the costs of healthcare without compromising patient care.

Confidentiality: We protect the rights of our patients and their families and safeguard their privacy.

Accountability: We accept responsibility for the results of our work and set aside personal interests for the good of our patients.