

BRAZOS VALLEY COMMUNITY ACTION AGENCY, INC.
Health Services

Policies and Procedures

Policy Subject/Title: Presumed Eligibility
Applicability: To all Community Health Clinic Staff
Purpose: To allow an applicant who cannot fulfill the application procedures and is in need of immediate services to be allowed to be seen by a provider.

Policy: For any client who is to be seen on a “Presumed Eligible”

Procedure:

- Patients who must be seen by a provider for an immediate need and have no means of payment are to be deemed “presumed eligible”.
- Eligibility will screen patients and have all applicable documentation filled out and signed. Applicable documentation is as follows:

Presumptive Eligibility Form
Sliding Fee Scale
Patient Rights and Responsibilities
General Consent

- An eligibility appointment must be scheduled for the patient within 30 days. The patient will be given an eligibility packet noting the time and date of the appointment.
- The eligibility clerk will register the patient in eClinical.

The termination date for the presumed eligible status shall be 90 days from today’s date.

ENCLOSURES:

