

PUBLIC HOSPITAL DISTRICT NO. __
OF _____ COUNTY

RESOLUTION NO. _____

A RESOLUTION of the Commission of _____ County PHD No. __, _____ County, Washington (the "District"), approving the establishment of an Administrative Adjustment Program for hospital bills of District residents.

WHEREAS, the District's hospital facility known as _____ Hospital provides inpatient health care to residents and non-residents of the District and,

WHEREAS, the District receives financial assistance from District residents in the form of real property tax assessments, and

WHEREAS, public hospital districts have the authority under RCW 70.44.060 (3) to establish the rates for services provided to residents and non-residents of the District and to adjust the rates charged for services provided to residents of the District, and

WHEREAS, the Board of Commissioners of the District Commissioners have traditionally delegated the final rate setting authority to the Chief Executive Officer of the District within the parameters approved by the Board, and

WHEREAS, the District Commissioners have considered a program to ameliorate the property tax burden of District residents receiving patient care services at _____ Hospital through an administrative adjustment program that offers a credit to District residents based on a formula that takes into account the amount of property taxes paid to the District, by such District residents receiving patient care services at _____ Hospital, and

WHEREAS, the Board of Commissioners of the District now wishes to update this program to take effect the 1st day of August 2002.

NOW THEREFORE, be it resolved that:

1. As set forth in _____ Hospital Policy "Administrative Adjustment Program" No. __, it shall be the policy of the District to issue a credit in the form of an adjustment to the bill of a bona fide District resident, or his/her dependent(s), who are residents of the District and who receives health care services at _____ Hospital.
2. The amount of the credit shall be that portion of the resident taxpayer's total real estate taxes actually paid to the _____ County Treasurer which represents the District's portion of the total amount levied in the given year of health care services.
3. The amount of the credit used by the resident taxpayer and/or the taxpayer's resident spouse or his/her resident dependent(s) shall be up to the annual maximum of the amount of their real estate tax representing the amount levied by the District for the individual or family unit, as the case may be against the family

residence and shall be a one time credit for each year of healthcare service received from _____ Hospital for the taxes paid or accrued to the District in that same year.

4. The credit shall be applied against only that portion of a bill to the resident taxpayer for the District's health care services which is not covered by another payer (e.g., health insurance, health care payment programs, Medicare and Medicaid and the like).
5. In order to establish entitlement for the credit, a _____ Hospital patient must prepare a claim on forms provided by the District for this purpose and satisfy the following requirements:
 - a. The patient must own and occupy the residence, in his/her name or in the name of his/her spouse, or be the dependent of an owner and occupant of a real property residence located within the District. (Shareholder interest in corporately owned property, interest in partnership properties, seller's interest, landowner interest and non-residential property interest will not meet the residential ownership requirement).
 - b. The patient must produce such proof of ownership and occupancy as residence of real property, resident in the District as requested by _____ Hospital staff.
 - c. The patient or his/her spouse must have paid, or the patient must be the dependent of a person who paid property taxes that have accrued to the District and demonstrated proof of payment as required by _____ Hospital staff.
 - d. To claim any tax credit all requirements set forth above must be met in their entirety.
6. The Administrative Adjustment Program as of the 1st day of August, 2002 is hereby authorized and approved. The Chief Executive Officer or his or her designee, is hereby instructed to adopt such policies and take such actions as is necessary to carry out the program.

ADOPTED and APPROVED by the Commission of _____ County Public Hospital District No. ____, _____ County, Washington, at an open public meeting thereof held in compliance with the requirements of the Open Public Meetings Act this 31st day of July, 2002, the following commissioners being present and voting in favor of this resolution.

Chairman

Secretary

Member

APPROVED:

July 17, 2002

Leadership Team Approval Date

Assistant Administrator, Chief Financial Officer

PURPOSE:

To clarify administration of the credit against hospital charges available to district residents who pay taxes annually to support _____ Hospital as set forth in Resolution No.____.

POLICY:

1. It shall be the policy of _____ County Public Hospital District (the “District”) to issue a credit in the form of an adjustment to the bill of a bona fide District resident, or his/her dependent, who receives health care services at _____.
2. The amount of the credit shall be that portion of the taxpayer’s total real estate taxes actually paid to the _____ County Treasurer which represents the District’s portion of the total amount levied in the given year of health care services. Multiple years of tax credits cannot be applied to one account balance or service.
3. The amount of the credit used by the taxpayer and/or the taxpayer’s spouse or his/her dependents shall be up to the annual maximum of the amount levied by the District for the individual or family unit, as the case may be.
4. The credit shall be applied against only that portion of a bill to the taxpayer for the District’s health care services which is not covered by another payor (e.g., health insurance, health care payment programs and the like).

5. The update of the administrative adjustment program as of the 1st day of August 2002 is hereby authorized and approved per Resolution No. _____. The Chief Executive Officer or his/her designee is hereby instructed to adopt such policies and take such actions as is necessary to carry out the program.

PROCEDURES:

In order to establish entitlement for the credit, a _____ Hospital patient must prepare a claim on forms provided by the District for this purpose and satisfy the following requirements:

- a. The patient must own, or have owned, in his/her name or in the name of his/her spouse, or be the dependent of an owner of, real property located within the District. (Shareholder interest in corporately owned property will not meet this requirement.)
- b. The patient must produce such proof of ownership of real property in the District as requested by hospital staff.
- c. The patient or his/her spouse must have paid, or the patient must be the dependent of a person who paid, property taxes that have accrued to the District and demonstrated proof of payment as required by hospital staff.
- d. To claim any tax credit on a retrospective basis, all requirements set forth above must be met in their entirety.