

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
Emergency Ambulance Services

POLICY
AMB-4

SUBJECT: Payment Plans			
Revision Date <u>10/25/16</u>	Replaces NEW <u>1/1/16</u>	Approved By Fire Chief	Pages 1
DISPOSITION: Place in Billing and Collections Policy & Procedure Manual			

INFORMATION

This policy addresses situations where an ~~uninsured~~ patient wants to enter into a payment plan to assist the patient in paying their ambulance bill. Payment plans will only be permitted as described in the policy below.

POLICY

1. The District will offer individuals ~~that who~~ are unable to pay their bills ~~on-in~~ one payment interest-free extended payment plans. The terms of the payment plan will be negotiated between the District and the patient, but will at least meet the following minimum requirements:
 - a. Minimum monthly payment of \$50.00;
 - ~~b. The District will charge four percent (4%) of the amount due as a one-time payment plan set-up fee;~~
 - ~~e.b.~~ If balance of the bill can be paid in three months, the plan may call for monthly payments of \$25.00;
 - ~~e.c.~~ The maximum term of the payment plan is 12 months; and
 - ~~e.d.~~ _____ Payment will be made via cash, check, or credit card.
2. The District will not send unpaid bills to a collection agency while the patient is attempting in good faith to negotiate a reasonable payment plan.
3. The District may declare the payment plan inoperative if the patient fails to make all consecutive payments during a 90-day period.