

CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
Emergency Ambulance Services

POLICY
AMB-4

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

INFORMATION

This policy addresses situations where a 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 who are unable to pay their bills 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. If balance of the bill can be paid in three months, the plan may call for monthly payments of \$25.00;
 - c. The maximum term of the payment plan is 12 months; and
 - 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.