

Policy and/or Procedure:

Calhoun Liberty Hospital Employee Discounts

Effective Date: 4/18/2011 Revised 05/08/2015

Policy:

It shall be the policy of Calhoun Liberty Hospital to offer employees and their families of which they are financial responsible as outlined in the policy procedure below a courtesy discount of 70% off of their account balances All discounts are subject to Business Office approval.

Procedure:

1. All Calhoun-Liberty Hospital employees are eligible for a 70% discount off of their account balance(s).
 - a. If the employee is insured their insurance will be billed and the discount will be applied to the remaining balance on account once insurance has paid.
2. Spouses and children of the employee may also receive a 70% discount off their remaining account balance(s).
 - a. Children of the employee who are eligible for the discount include minor (under 18 years of age) children or children for whom the employee is financially responsible—such as college students.
 - b. “Step” children are included.
3. These adjustments should be posted using the Employee Discount adjustment code.
4. It is the responsibility of the employee to notify the Billing Office each time they have an account that is eligible for the discount and to make payment arrangements.

The administrative staff at Calhoun-Liberty Hospital reserves the right to issue Administrative Adjustments or revoke previous adjustments made on accounts at their discretion.