



Financial Assistance Program

Questions & Answers and Information You Should Know

Can you help clarify the application process?

If you have any questions regarding the process or require aid in understanding any part of the application process, please contact a member of our Customer Service team at (800) 639-2719.

Can I get help completing my application?

Yes. Please contact Customer Service at 847-8000 or 1-800-639-2719 with questions or email us at CustomerService@UVMHealth.org. If you would like to speak to a Financial Advocate or Counselor our address locations are listed below. The staff at the Health Assistance Program are also available to meet with you to complete the application. Please call them at 802-847-6984 to make an appointment.

Central Vermont Medical Center

Financial Advocacy
3 Home Farm Way
Montpelier, VT 05602
(802) 371-4600 Option 1

Porter Medical Center

Financial Counseling
23 Pond Lane
Middlebury, VT 05753
(802) 388-8808

University of Vermont Medical Center

Financial Advocacy
111 Colchester Ave
Burlington, VT 05401
Main Campus, ACC Registration
(802) 847-1122

If a question or section does not apply to me, can it be left blank?

No. We require a complete application when applying for financial assistance. If a section or question does not apply, write N/A for not applicable.

If I don't have all the documentation requested. Can I send what I have?

No. You must return a complete application with all the appropriate documentation, or the application will be denied until supporting documentation is submitted. If you have a question about a specific document, please call our customer service department at (800) 639 2719, there may be an alternative document that may be substituted.

I am not sure if I qualify for Medicaid, NY Family Health Plus or another insurance program funded by the State, can you help me determine if I'm eligible?

Yes, please contact our financial advocates or counselors at the appropriate hospital organization above to schedule a meeting or screening as needed.

What is a benefit verification letter?

If you are receiving social security (SSI) benefits, this is the yearly letter that social security sends notifying you of your monthly eligible benefits. For verification purposes we will accept a copy of the benefit award letter. To obtain a copy of your Benefit Verification Letter, visit www.ssa.gov/myaccount/

I sent my W2's then I received my application back asking for my Federal Tax Return. Why?

There is a difference between your W-2's and your Federal Tax Return. A W-2 is simply a statement of your earnings from a specific employer. Your Federal Tax Return is a complete recording of your total income. We require a copy of your Complete Federal Tax Return. W-2's cannot be used as a substitute. If you do not have a copy of your Federal Tax Return contact the Internal Revenue Service (IRS) at 1-800-908-9946 and request a Tax Return Transcript at no cost or visit www.irs.gov/Individuals/Get-transcript

What year of my Federal Tax Return do I send?

Provide the most recent tax filing year - after April 15th.

My employer does not provide pay stubs, what should I do?

If pay stubs are not provided by your employer, a written statement on letterhead from the company you work for will be accepted. The written statement must show gross pay, deductions, and net pay for one month. Please note, if you are married or have a domestic partner, his / her verification is also required. For migrant workers, a copy of your contract or a letter from your employer is acceptable.

I do not complete a quarterly profit and loss for my business. Can I just send my current Federal Tax?

If you are a self-employed sole proprietor, Partnership, or Corporation, you will need to provide us with the most current Federal Tax Return (including all schedules and forms). and the current year quarterly profit and loss statement. If you do not complete a quarterly profit and loss statement, your prior years P&L should be submitted along with your Federal Tax return. If you are filing as a Partnership or Corporation we will need these Federal Tax Returns, your personal Federal Tax Returns, along with the Partnership and/or Corporation Year-to-Date, Quarterly Profit and Loss or the prior year in lieu of your current quarter.

What is the coverage period for Financial Assistance?

Your coverage period will be indicated on your grant letter. It may be valid up to six months, for twelve months if aged 65 or greater and retired or in the case of a catastrophic grant, it may be valid for a single event of care only. If your income indicates you may be eligible for Medicaid, NY Family Health Plus or another insurance program funded by the State, you will be required to apply for Medicaid if you meet their eligibility requirements. Your approval letter will indicate the coverage period.

How often do I need to re-apply for Financial Assistance?

Financial Assistance is a program for patients facing financial hardship and should only be applied for if you have medical bills you cannot pay with UVMHN. You can apply at any time if you have balances you're unable to pay, if you expect that an account currently pending insurance will leave a balance or expect that a future scheduled medical service will leave you a balance.