

UNIFIED FIRE AUTHORITY BOARD POLICY MANUAL	
Chapter 4 <i>Finance Policies</i>	Section 14 <i>Ambulance Service Collections Policy</i>

Relevant Information: UFA provides ambulance services and collects fees via ambulance service billing. UFA receives requests from the parties responsible for such bills to modify or appeal a billing.

Policy Statement: It is the policy of the Board that an Ambulance Billing Committee will be established, consisting of two Finance personnel and two or more EMS Division personnel, to review requests to modify a bill for ambulance services. The Ambulance Billing Committee will establish a policy and procedure to address ambulance billing as it relates to potential payment plans, collection agency referrals, payment in the event of patient death, negotiation of the bill, or write-offs. The policy may also provide for reduced transport costs for off-duty UFA employees, or other fire/law enforcement department employees and specify that any transport charges incurred by a UFA employee while at work or on duty will be written off. The final authority to negotiate collection terms on patient accounts with balances over \$3,000 will rest with the Fire Chief based upon a recommendation of the Ambulance Billing Committee.