


Name of Policy: Adjustment of University of Toledo Medical Center Charges Policy Number: 3364-100-50-23 Approving Officer: Chief Executive Officer, Chief of Staff Responsible Agent: Chief Financial Officer, Risk Management Scope: University of Toledo Medical Center Key words: Charges, Adjustment, Risk, Legal, Billing		 Effective date: Original effective date: 12/1/1988	
<input type="checkbox"/>	New policy proposal	<input checked="" type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

The adjustment of University of Toledo Medical Center (UTMC) charges related to potential risk or legal issues must be approved by the Claims Management Committee. ~~either Risk Management or Hospital Administration.~~

(B) Purpose of policy

To provide a systematic method for adjusting bills for services rendered by UTMC.

(C) Procedure

- Adjustments ~~with risk management or legal implications will be referred to the Administrator for Risk management.~~ related to potential risk or legal implications/issues, will be referred to the Claims Management Committee. All other matters involving adjustment of charges will be referred to the Chief Executive Officer of UTMC for appropriate action.
- No recommendation for adjustment of charges will be made until an investigation has been completed. ~~Either the Administrator for Risk Management or the Chief Executive Officer of UTMC~~ may request in writing that billing activity be temporarily suspended, pending investigation.
- After investigation, if adjustment is deemed warranted, the adjustment will be approved by the Claims Management Committee. ~~The Claims Management Committee, Administrator for Risk Management, or the Chief Executive Officer of UTMC,~~ as appropriate, will forward the adjustment to Patient Financial Services.
- Any adjustment of UTMC charges will comply with contractual or statutory restrictions regarding waiver of co-payment amounts.

Questions regarding adjustment of charges can be referred to the ~~Administrator for~~ Risk Management Office or the Chief Executive Officer of UTMC.

<p>Approved by:</p> <hr/> <p>Daniel Barbee Chief Executive Officer</p> <hr/> <p>Date</p> <hr/> <p>Troy Holmes Chief Financial Officer</p> <hr/> <p>Date</p> <hr/> <p>Puneet Sindhvani, MD Chief of Staff</p> <hr/> <p>Date</p> <hr/> <p><i>Review/Revision Completed by: HAS, Risk Management, Patient Financial Services</i></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none"> • 7-50-23 <p>Initial effective date: 12/1/1988</p> <p>Review/Revision Date:</p> <p>12/1/88</p> <p>2/17/89</p> <p>6/6/90</p> <p>10/10/91</p> <p>6/2/93</p> <p>8/16/96</p> <p>8/13/98</p> <p>3/1/2002</p> <p>7/6/2005</p> <p>10/22/2008</p> <p>10/1/2013</p> <p>3/1/2017</p> <p>4/1/2020</p> <p>5/1/2021</p> <p>8/28/2024</p> <p>Next review date:</p>
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