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| Subject: Self Pay Patients Policy | Date Approved: February 4, 2010 |
| Approved by: Executive Director | Date Revised: |
| Specific to: All Staff | Next Review Date: September 2017 |

PRINCIPLE:

It is recognized that some of the patients of the physicians at the Wingham clinic are self pay. Although these patients are typically not rostered, the NHFHT wants to ensure that these patients have access to FHT services.

POLICY:

A patient of the North Huron FHN that is not rostered may be referred to NHFHT services. If the same patient is self-pay, then the NHFHT will not be allowed to accept fee for service per the contract with the Ministry of Health and Long Term Care. The NHFHT can, however, tell the patient that we will accept a donation if he/she chooses to do so.

PROCEDURE:

- Give the patient the letter attached to this policy and read it with them.
- All donations will be received in the Business office.



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To Whom It May Concern:

The North Huron Family Health Team is a non-profit organization which is 100% funded by the Ministry of Health and Long-Term Care. We do not accept payment for our services from self-pay clients.

Should you wish to give a donation to the Family Health Team, you can do so by leaving the amount you wish to donate with the NHFHT Business Office. Income Tax Receipts will be provided for all donations over \$20.00 and will be issued in the month of February of the following year.

Kind Regards,

Executive Director
North Huron Family Health Team