

National Kidney Foundation Serving Maryland and Delaware Patient Emergency Financial Assistance (PEA) Revised January 2018

A significant portion of dollars donated to the National Kidney Foundation Serving Maryland and Delaware (NKF-MDDE) is dedicated to the Patient Emergency Financial Assistance Program. Kidney patients often find themselves in severe financial situations, unable to work and needing assistance to meet emergent, daily expenses such as transportation (to and from dialysis), medication, dental and medical expenses, rent and utilities.

NKF-MDDE reaches out to assist kidney patients reduce monetary stresses that negatively impact their health by distributing grants of up to \$200 per applicant once in a 12-month period. The process is facilitated by area social workers who complete the necessary forms and submit appropriate supporting documentation to the NKF-MDDE for approval and check release.

Important Process Update – January 2018

- **The Patient Emergency Assistance Program funds requests for:**
 - Medical Equipment / Supplies
 - Rent (must include an Eviction Notice and the balance can not be over \$500)
 - Medication
 - Utilities (must include a Turn-Off Notice and the balance can not be over \$500)
 - Dental/Vision
 - Food
 - Transportation/Essential Auto Repairs
 - Other (requests outside the listed items are considered on an individual basis)
- **Items not covered under the Patient Emergency Assistance Program:**
 - NKF **does not** provide premium assistance to help kidney patients pay for health insurance coverage.
 - Telephone services (land lines or cell)
 - Cable and/or Internet Services
 - Furniture
 - NKF **does not** reimburse for expenditures that a patient pays for in advance.

Additional Information:

- Applications are accepted from patients who live in the NKF-MDDE Service area – visit our web site at <http://www.kidneymd.org/about-us/> for the complete listing of our service area.
- Applications may only be submitted through Social Workers. Social Worker signatures must be provided on all applications and all contact information must be provided.
- Patients are asked to submit for their need, not to exceed \$200.
- At no time will NKF-MDDE issue a check to the patient, all checks must be written to the vendor in which funds will be paid to. There are no exceptions.
- PEA funds distributed to patients from NKF-MDDE are to be used for “EMERGENCY SITUATIONS ONLY.” The definition of an emergency for the purpose of this program is a sudden and unexpected occurrence requiring immediate action.

- The program is *neither intended nor able* to provide an annual grant. Repeated requests for assistance, especially repeated requests of the same type, are discouraged.
- Turn off or eviction notices are required to be submitted with the application for any utilities and/or rent relief requests. The application will not be processed without it. The balance due may not exceed \$500.
- Any request that reflects outstanding balances of \$500 or more will require that the patient provides information/proof of how they plan to pay the balance off – such as a payment plan accepted and verified by the vendor.
- All requests must include documentation of three other resources contacted, as applicable; before a request is made to NKF-MDDE and that there is no other source for assistance.
 - NKF-MDDE requests any updates for other resources be submitted upon receipt.
 - NKF-MDDE is a last resort payor.
- Requests for assistance to alleviate ongoing financial hardships or to help pay predictable expenses may not be approved.
- PEA Applications are processed weekly and checks are mailed out no later than Friday of each week.
- PEA Applications will be submitted online by the Social Worker ONLY!
- Applications are approved by the Associate Assistant Executive Director, Central and Western Maryland or the Executive Director prior to any check distribution.
- Note that any incomplete requests will be returned. Patients must sign that they will reimburse NKF-MDDE if funds are available as requested.
- Patients may only apply once in the year; our fiscal year runs April 1st to March 31st annually. Therefore, a new submission must be on the 366th day, submissions within the 365 cycles will be denied.

Important Note: Since we try not to deny anyone, we have made it our practice to roll applications from week to week once funding has been expended for the week. Therefore, you may find that applications sent may not be processed for a week to three weeks depending on the urgency of the situation. Requests for medication, rent, utilities and transportation are given immediate review and if possible, processed the same week.

This message has been sent to all Social Workers on our most recent roster. If there are changes to any contact information, please send any updates to Gloria Adkins at gloria.adkins@kidney.org.

Included is the most recent application. Please discard any other version you may have and use this form.

NKF-MDDE Contact Information:

Main Telephone Number: 410.494.8545

Fax number: 410.494.8549

Web Site: www.kidneymd.org

Please bookmark this link as a reference guide and check periodically for any updates/revisions:

<http://www.kidneymd.org/patient-services-and-resources/>