Policy: It is the policy of Central Registration to process daily University Medical Center (UMC) patient registration reports and assign in CBIZ the Hospital District FSC 475 for UMC Indigent Care and Self Pay patients. Patients with the plan designations below are assumed to be eligible for Charity Care with reimbursement made to TTUHSC via the Medical Services Agreement with UMC.

Procedure:

1). Central Registration processes daily patient registration reports from UMC. Hospital District FSC 475 is assigned in CBiz for UMC Indigent Care and Self Pay patients (based on UMC's Financial Class Plan Description codes: D01 (Self Pay); N01 (Out of Country Self Pay); 100; 120; 150; 175 (Charity Care Plus). Before Hospital District is assigned, Self Pay accounts are researched for potential payor source conversion.

2) FSC 475 is retroactive 3 months from the UMC report Admission Date.

3) Update the Hospital District FSC and effective/expiration dates in CBiz.
   a. Apply FSC
   b. In Rec'd Date field enter: Report date (Example) 01/14/2020
   c. In Effective Date field enter: (Example) 10/01/2019
   d. In Expiration Date field enter: (Example) 10/01/2020
   e. In UMC MRN field enter: (from UMC report/patient Medical Record Number). Click OK/Save.
   f. Notes are entered whenever a FSC change on an existing patient takes place.