San Mateo Medical Center
A County System of Healthcare

FINANCIAL ASSISTANCE PROGRAMS
Step 2 Appeal: Eligibility and Financial Review Committee (EFRC)

The purpose of this form is to appeal the Individual Eligibility Review (IER) decision regarding a disenrollment or denial of eligibility from a financial assistance program, or a denial of a waiver or reduction of co-pays, fees or charges. This form must be completed and returned to the address at the bottom of the form within 60 days of the IER decision letter. The Eligibility and Financial Review Committee (EFRC) will review this appeal and either provide a decision or notify you of the date and time of the hearing within 30 days after the appeal is received. You have the right to appear in person and/or with a legal representative if you request a hearing on the requested review.

Name: _____ Date: _____

Signature: _____ Phone Number: _____

Medical Record Number: _____ Address: _____

Date of Birth: _____

Are you requesting the chance to attend the hearing on your requested review? (circle one) YES NO

Please provide any additional information that the EFRC may use to review your appeal. Attach all documentation that supports your position, including the original appeal form, "Step 1 Appeal: Individual Eligibility Review" and your Patient Financial Worksheet. Use backside of this form or additional pages if necessary.

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

Please submit this form within 60 days to:

Kathy Van Kirk, Appeals Coordinator
Fair Oaks Children's Clinic
630 Laurel Street
Redwood City, CA 94063

If you requested the chance to attend the hearing on your appeal, San Mateo Medical Center will provide you with notice of the date and the time of the hearing within 30 days after receiving this appeal form. If you did not ask to attend the hearing, San Mateo Medical Center will provide you with a written decision within 30 days after receiving this appeal form. If you have any questions about the appeals process, please contact Kathy Van Kirk at (650) 261-3721 x240.

If you need help with this appeal, you may contact Legal Aid Society of San Mateo County
521 East 5th Ave.; San Mateo, CA 94402; (650) 558-0915

last updated 11/10