

How to Apply for Cancer State Aid Program (CSA) Enrollment

Internet addresses are provided; hold down the Ctrl key and left click on the bold blue title or the site address to open the web page.

The Georgia Department of Public Health, Division of Health Promotion, Health Promotion and Disease Prevention Section, Office of Cancer Screening and Treatment, **Cancer State Aid** Unit provides the following information to assist patients in applying for program enrollment.

Applicants must qualify both financially and medically to be approved for program funding and enrollment. Applicants who are approved for funding of diagnostic testing of conditions suspicious of cancer, and are determined to have cancer must also qualify separately for treatment funding through CSA.

Funding approved for cancer treatment is based upon stage and site of cancer, and prognosis as supported by current scientific and medical literature; and the proposed treatment plan and current available CSA funds.

Approval of funding for treatment services is not guaranteed for patients who were approved and enrolled for funding of diagnostic services. Approval for funding of treatment services is a separate, required step.

Patients should always consult their physician for information appropriate to their health status.

Essential information about CSA:

1. Cancer State Aid is a payer of last resort. You must also apply for all other programs that may be available to you such as:
 - a. **Medicaid:** http://dch.georgia.gov/00/channel_title/0,2094,31446711_31945377,00.html
 - i. **GA Medicaid Facts** The most common Frequently Asked Questions (FAQs) about Georgia Medicaid Programs. <http://dch.georgia.gov/medicaid-faqs>
 - b. **Medicare:** <http://www.cms.hhs.gov/MedicareGenInfo/>
 - i. **Medicare Savings Programs** help with payment of co-pays and premiums <http://www.medicare.gov/your-medicare-costs/help-paying-costs/medicare-savings-program/medicare-savings-programs.html>
 - ii. For those who need assistance with payment of Medicare premiums for coverage levels other than Part A (hospitalization), the Medicaid **Qualified Medicare Beneficiary program** (QMB): <http://dch.georgia.gov/eligibility-criteria-chart> part of the Aged, Blind and Disabled Medicaid Program may be able to provide assistance.
 - c. **Supplemental Security Income** (SSI): <http://www.ssa.gov/ssi/> Those who are eligible for SSI are usually also eligible for Medicaid coverage. Please contact Medicaid for more information.
2. Your income must be 300% (3 times) of the federal poverty limit or less to qualify for CSA. <http://aspe.hhs.gov/poverty/11poverty.shtml>
 - a. Outstanding medical expenses and payments you are making each month on family medical bills may help you to qualify financially. Insurance premiums are not counted as an outstanding medical expense.
3. You must be in need of cancer related diagnostic testing or staging services; or be in need of, or currently be receiving cancer treatment services (radiation, chemotherapy or surgery).
 - a. Applicants who have completed all prescribed cancer treatments are not eligible for CSA funding or program enrollment.
 - b. CSA does not enroll applicants who only need; follow-up care (scans or other follow-up tests) or palliative care (relief of pain or other symptoms); or hospice care.
 - c. A physician that is affiliated with the CSA participating medical facility of your choice must agree to accept you as a patient into his/her care. Physicians most often provide their services as a donation and do not receive any payment for their physician fees or services.

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- d. CSA does not provide payments for visits to private physician offices or for physician fees. If the patient's selected physician does not agree to participate in CSA and volunteer or donate services, the patient must make payment arrangements with that physician. Some physician practices will provide discounted rates to low-income or uninsured patients. It is recommended that patients inquire about fees based upon income.
- e. Only facilities that have a current participation agreement (contract) with the program may receive payments.
- f. To be eligible for CSA payment, all cancer related services must be obtained from a CSA facility.
- g. The CSA Program reimburses eligible cancer services for currently approved/enrolled patients.
- h. Cancer State Aid pays only for cancer related diagnosis and treatment services. Payments are made directly to the treating facility.
- i. The CSA Program pays only the portion of the billed amount that covers the costs incurred by the facility to provide the care.
- j. The amount paid by CSA is accepted by the facility through the CSA participation agreement as payment in full for those dates of service listed in the bill; you should not be billed for the remainder.
- k. CSA does not pay for services billed by third party vendors. Third part vendors may provide contracted services such as laboratory testing to hospitals and cancer treatment centers. Only those services billed directly through the hospital or treatment center are eligible for CSA payment consideration.

Steps of the application process:

1. Select the CSA facility from which you wish to obtain your cancer treatment.
 - a. The link to the list of participating "Cancer State Aid Facilities" is located on the program's main web page (on the far right of the web page). <http://health.state.ga.us/programs/cancerstateaid/index.asp>
 - b. If your physician is already affiliated with a CSA treatment facility you will simply need to complete the application with the financial advisor or CSA Patient Contact at that CSA facility.
 - c. If your physician does not provide care at any CSA facility you must request a written referral from your doctor referring you to a physician who is affiliated with your selected CSA facility; or
 - a. Request that your physician make the referral directly by contacting the facility or the affiliated physician on your behalf to arrange an appointment for you; or
 - b. Request assistance from the facility's CSA Patient Contact to obtain an assessment appointment with one of their affiliated doctors.

Facilities do their best to assist you to obtain an assessment appointment, but it depends upon the availability of their physicians who are willing to accept CSA patients.
2. Call the number listed as the "Patient Contact" for the medical facility that you have selected.
 - d. Briefly describe your medical condition and explain that you wish to apply for Cancer State Aid.
 - i. Some facilities may require an initial medical assessment appointment and payment for the appointment, prior to completing an application for CSA coverage.
3. If you have been advised that you have a condition suspected of being cancer or if you already have a diagnosis of cancer, take all of your medical records concerning your suspected cancer or cancer diagnosis with you to your very first visit or appointment at the CSA facility.
 - a. You must have a written medical description provided by your physician of the suspected cancer if you are in need of a diagnosis.
 - b. You must bring the diagnostic pathology report and/or physician's notes describing the diagnosis if you have a diagnosed cancer.

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- c. You must have a written referral from your physician.
4. You will be required to provide verification of income, financial assets, and payments you are making each month for medications and medical bills, and a list of your outstanding medical expenses. Copies of medical bills and monthly medical payments may be required if your income does not meet eligibility requirements.
5. All applicants must be a legal U.S. resident and a Georgia resident to be eligible for enrollment and funding consideration. A copy of an official U.S. identification document is required for all applicants.
 - a. If you have immigrated and are a legal resident, you will be required to provide documentation of your immigration status. A copy of your permanent resident card or resident alien card issued by the U.S. Citizenship and Immigration Service (USCIS) is required. <http://www.uscis.gov/portal/site/uscis>
6. The facility Patient Contact will assist completion of your application and will submit it to CSA on your behalf. CSA does not accept applications sent by patients, or by medical facilities or medical providers that do not have a current contract agreement with CSA.
7. Only the facility that will provide cancer related services to you should submit a CSA application.
8. You and the facility's Patient Contact will be notified of the funding approval and program enrollment decision by letter approximately ten business days after CSA receives the complete application.
 - a. If the information required on the application is incomplete or required supporting documentation is not included, the approval process will be longer.
 - b. You may wish to check with your facility contact on progress of your CSA application fourteen days after you have completed your parts of the application and provided required documentation.
 - c. Completion of a medical service request form (either for cancer diagnostic or treatment services) is required and may cause delays based upon availability of test results or other medical information.
 - d. CSA must receive all required documents for a complete application prior to review and determination of patient eligibility for CSA funding of cancer related medical services and program enrollment.
 - e. Applications that remain incomplete after a maximum of 30 days from the original CSA receipt date may be denied due to incomplete information.
9. Once approved for CSA enrollment, you must have prior approval from Cancer State Aid to obtain care from each CSA facility that you wish to visit.
 - a. CSA will not provide payment for services provided at any CSA facility for which you have not been prior approved to obtain treatment. You will be responsible for those bills.
10. You must re-apply each July 1st to continue funding approval and enrollment.
 - a. CSA program funds are allocated by the Georgia Legislature each state fiscal year; July 1st through June 30th; program funds may be used to pay for services that are provided during the fiscal year for which the funds are allocated.
 - b. Only those patients who have not completed their CSA approved cancer related diagnostic testing or cancer treatments will be considered for re-certification for funding and enrollment continuation into the next fiscal year.
 - c. Patients previously enrolled in the Cancer State Aid Program and who are in need of additional cancer related treatment services must reapply.

For additional information please contact the Cancer State Aid office at **404-463-5111**, or you may contact the CSA Patient Contact at the participating facility of your choice. The hyperlinked list of facilities is located at: <http://health.state.ga.us/programs/cancerstateaid/index.asp>.