

Checklist for
New Disclosure Requirements for Hospitals and Extension Clinics
(*Surprise Bills Law*)
New York State Public Health Law Section 24 - Effective 3/31/15

Name of Hospital:	Date:
Contact:	
Title:	Phone:

The law requires that hospitals and their extension clinics post on their **website**:

_____ **A list of the hospital's standard charges** for items and services provided by the hospital, including diagnosis-related groups ("DRGs")

Insert URL/Link identifying where the material is posted:

_____ **A list of health care plans and networks in which the hospital participates** that specifically states the following:

- that the physician services provided in the hospital **may not** be included in the hospital's charges;
- that **physicians** who provide services to the patient in the hospital **may or may not** participate with the same health care plans as the hospital;
- that the prospective patient should check with the physician arranging for the hospital service to determine the health care plans with which the physician participates;
- the names, mailing address, and phone numbers of **physician practice groups** that the hospital has contracted with, including radiology, anesthesiology, and pathology services, and information on how to determine the health care plans in which they participate;
- the names, mailing address, and phone numbers of **physicians** employed by the hospital and whose services may be provided at the hospital, and the health care plans in which they participate.

Insert URL/Link identifying where the material is posted:

_____ Hospital must provide to patients the following information at the time of **registration, or in admission materials**, in advance of **non-emergency** services:

- **advise** that the patient should check with his or her physician arranging the hospital service to determine the (1) name, practice name, address, and telephone number of any physician whose services will be arranged by the physician;
- whether the services of physicians employed or contracted by the hospital provide anesthesiology, pathology, and/or radiology are reasonably anticipated to be provided to the patient;
- how a patient or prospective patient can determine in a **timely manner**, the health care plans in which all the programs employed or contracted by the hospital, participate in.
- Attach a copy of your policy and procedures for providing this information to patients and include copies of the materials provided.