



# NHSC Site Application Process: Posted Signage

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## How to Meet NHSC Site Eligibility Requirements

To become a National Health Service Corps (NHSC)-approved site, your facility must meet the requirements in the [NHSC Site Reference Guide](#) (PDF - 807 KB) and [NHSC Site Agreement](#) (PDF - 291 KB).

This page provides an overview of NHSC eligibility requirements.

[Give Feedback](#)

<https://nhsc.hrsa.gov/sites/eligibility-requirements>

# Posted Signage

## Posted Signage

Your site must prominently display a statement in common areas and its official website (if one exists) and social media platforms (if applicable) that explicitly states that:

- (i) No one will be denied access to services due to inability to pay, and
- (ii) There is a discounted/sliding fee schedule available based on family size and income.

When applicable, you should translate this statement into the appropriate language/dialect.

- Two photos and a screenshot of your site's posted signage;
  - The first photo should show the common area, and the sign prominently displayed to ensure it is visible to patients;
  - The second photo should be a close-up of the posted signage showing the legible text;
  - A document with the screenshot and link to the published online statement from your site's official website (if one exists) and social media platforms (if applicable).

# Posted Signage Example

## **APPENDIX B: SAMPLE NATIONAL HEALTH SERVICE CORPS PUBLIC NOTICE SIGNAGE**

National Health Service Corps-approved service sites are required to inform patients of the Sliding Fee Discount Program. The following example illustrates language to be posted prominently online and at the physical site. The National Health Service Corps encourages sites to establish multiple methods of informing patients. Sites can obtain more information by accessing the [Current Member Sites page](#) on the National Health Service Corps website.

### **Public Notice Signage Example**

#### **NOTICE TO PATIENTS:**

**This practice serves all patients regardless of ability to pay.**

**Discounts for essential services are offered based on family size and income.**

**For more information, ask at the front desk or visit our website.**

**Thank you.**


#### **AVISO PARA PACIENTES:**

Esta práctica atiende a todos los pacientes independientemente de su capacidad de pago.

Se ofrecen descuentos para servicios esenciales según el tamaño de la familia y los ingresos.

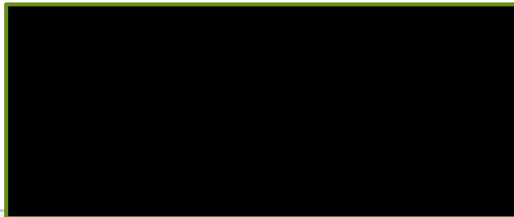
Para más información, pregunte en la recepción o visite nuestro sitio web.

# Posted Signage Example - Website

 Healthcare provides quality medical care 24 hours a day, seven days a week in response to the diverse medical needs of the communities it serves.

No one will be denied access to services due to their inability to pay, and there is a discounted/sliding fee schedule based on family size and income. Our staff will confidentially work with you to help you obtain financial assistance or coordinate a convenient payment plan.

If you have not completed the Financial Assistance Application, [click here to open our Financial Assistance Application](#) to print the application form. You can also apply and upload documents for financial assistance directly through MyChart. However, completed applications can be sent to the following:



# Who Submits Posted Signage

## Exempt Facilities

- ▶ Federally Qualified Health Center\* (FQHCs)
- ▶ Federally Qualified Health Center Look-Alikes\*
- ▶ Indian Health Service Facilities\*
- ▶ Federal/State Prisons\*
- ▶ ICE Facilities\*
- ▶ Free Clinics\*

## Non-exempt Facilities

- ▶ All other eligible National Health Service Corps site types

For questions, email

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