



## Internal Memo

**Date:** Friday, April 30, 2021

**To:** All Physicians and Staff

**From:** Betty Duan, Manager, Financial Services

**Subject:** **Temporary Billing Process for Hospital Services  
Provided to Uninsured Patients**

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On March 20, 2020, the MOH has established temporary payment mechanisms to facilitate payments for all medically necessary insured hospital services provided to patients who are not currently insured under OHIP or another provincial or private insurance plan.

This process is temporary and communication should be clear to patients who may be on longer care plans as billings subsequent to the termination of the temporary measure is the responsibility of the patient. As a result, all patients must sign the Authorization of Charges form at registration.

Effective immediately, the MOH has provided a new physician billing template which must be used for this process. Any submissions from May 1 onwards will be required to be completed on the new template.

Detailed instructions, including the monthly physician billing template, a vendor registration form and a FAQ document, are available on the [HHS website](#).

**Questions? Contact Betty Duan ([duanf@hhsc.ca](mailto:duanf@hhsc.ca)).**

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