

# A Comparison of Financial Screening Forms

---

The tables contained in this document include questions from seven different forms that are used in financial screening processes.

*Access Now Universal Screening Form* — Used by multiple clinics and sent to Access Now for remote screening. CrossOver uses this form for in-person screening.

*Daily Planet Eligibility Screening Form* — Used in-person at intake for Daily Planet to determine sliding scale fees.

*RCHD Resource Centers Screening Form* — Used in-person by Resource Centers to determine sliding scale fees.

*Bon Secours Financial Assistance Application* — Used for mail-based screening for Bon Secours CareCard

*VCU Indigent/VCC Application Form* — Used for mail-based screening for VCU Indigent Care and VCC

*CrossOver Prescreening Form* — Used to prescreen patients in-person before patients are later screened with Access Now's Universal Screening form.

*Cover Virginia Application Form* — Used for determining FAMIS and Medicaid eligibility.

The forms can be downloaded at:

<https://www.dropbox.com/sh/qdw0lx8ktgoznqe/AACgtSAzAE25u03buWCKItlNa?dl=0>

These tables are not a complete list of all questions asked on the forms.

A more thorough table of questions is available in this google spreadsheet:

<https://docs.google.com/spreadsheets/d/1BMZunwm1hdEDIBZlghvfPfXbGE5G0cf6QdxheXZrFwM/edit?usp=sharing>

And the raw spreadsheet data is contained in this google spreadsheet:

<https://docs.google.com/spreadsheets/d/1x8hNY7GREe4Ylv9UDhp6RoX5mligw-EEwOoP4khjMK8/edit?usp=sharing>

For more information, contact [richmond@codeforamerica.org](mailto:richmond@codeforamerica.org)

# Questions about household size and structure

Household structure and size	Sum	Access Now	Daily Planet	Resource Centers	Bon Secours	VCU Indigent/VCC	Cross Over	Cover VA
Requests a list of household members (name, DOB, relationship)	7	●	●	●	●	●	●	●
SSN for each household member	3	●				●		●
Dependents not living in the same household	2	●						●
Did/will someone claim you as a dependent?	3	●					●	●
Head of household	1	●						

# Income Sources Requested

Requested Income Sources	Sum	Access Now	Daily Planet	Resource Centers	Bon Secours	VCU Indigent/VCC	Cross Over	Cover VA
Tips (separated out)	1			●				
Supplemental Security Income (SSI)	3	●	●			●		
SNAP/Food Stamps	4	●	●		●		●	
TANF	2		●				●	
SSDI/Disability	4	●	●	●			●	
Unemployment	5	●	●		●		●	●
Public Assistance	1					●		
Social Security	7	●	●	●	●	●	●	●
Other welfare	1			●				
Retirement/pension	6	●	●	●	●		●	●
Child support	6	●	●	●	●	●	●	
Alimony	4	●	●	●				●
Interest/dividends	2	●		●				
Insurance/Annuity payments	1			●				
Help from family/friends	1			●				
Rental/Investment property	2				●			●
farming/fishing	1							●
other income	4	●	●		●			●
if no income, how do you pay expenses?	2	●	●					
expected income for next year	1							●

# Assets and Liabilities

Assets	Sum	Access Now	Daily Planet	Resource Centers	Bon Secours	VCU Indigent/VCC	Cross Over	Cover VA
cash on hand & in bank	3				●	●	●	
CDs (Cash value)	1				●			
home value	2				●	●		
other real estate (cash value)	1				●			
401k (cash value)	1				●			
Vehicles	1					●		
Mobile Home	1					●		
Land value	1					●		
Life Insurance	1					●		
<b>Liabilities</b>								
Rent/Mortgage	2				●	●		
Utilities	1					●		
Groceries	1					●		
Charge Accts/Loans	1					●		
Vehicle Loan	1					●		
Medical bills	1					●		
Alimony paid	1							●
student loan interest	1							●
other deductions	1							●

# Proof of Income documents (by name)

Document	Sum	Access Now	Daily Planet	Bon Secours	VCU Indigent/VCC	Cross Over
Paystubs	5	●	●	●	●	●
1040 tax form	5	●	●	●	●	●
Schedule C	3	●		●	●	
W-2	1		●			
Letter from Social Services Agency	2	●				●
Benefit Letter	1			●		
Welfare Benefit Letter	1				●	
Proof of public assistance (e.g. TANF, Food Stamps) NOTICE OF ACTION	1		●			
Food Stamp/SNAP Award Letter	3	●		●		●
Proof of SSI, SSDI, and/or Social Security Payments	1		●			
Copy of veteran's benefits determination letter/income statement	1		●			
Unemployment Award Letter	3	●	●	●		
Social Security Check or award letter	2			●	●	
Recent retirement income / Pension verification or letter	3		●	●	●	
Virginia Employment Commission Record	1		●			
Verification of child support	3		●	●	●	
Copy of alimony award/proof of payment	1		●			
Recent bank statements	3		●	●	●	
Letter from Employer	4	●	●		●	●
Termination letter from last employer	1				●	
Food, Shelter and Support Letter	2	●				●
Notarized statement of financial condition	1				●	
Visa, or passport-stamped I-551	1				●	
Green Card	1				●	
Verification from immigration that citizenship application is in progress	1				●	
Rental agreement/documentation listing income amount	1			●		
Stocks, Bonds, CD's additional property, etc... Attach current statement	1			●		
Other	1				●	

# Healthcare Insurance and Payment Coverage Questions

Insurance and Coverage Questions	Sum	Access Now	Daily Planet	Resource Centers	Bon Secours	VCU Indigent/VCC	Cross Over	Cover VA
Do you need health coverage?	1							●
Do you have medical insurance?	6	●	●		●	●	●	●
Are you eligible for insurance coverage?	2		●					●
Do you have prescription drug coverage?	1	●						
Asks for policy, name, subscriber #	3				●	●		●
Is this COBRA?	2		●					●
Is this retiree coverage?	1							●
is this limited benefit coverage?	1							●
Asks about Veteran's benefits	4	●	●				●	●
Asks about VCC card	3	●	●				●	
Asks about SSD eligibility	1	●						
Asks about medicaid eligibility	2	●	●					
Have you been denied medicaid?	1		●					
Have you ever applied for medicaid?	1	●						
Asks about FAMIS	1							●
Asks about Plan First	1							●
Asks about TRICARE	1							●
Asks about medicare	1							●
Asks about Peace Corps	1							●
Asks about Federal Health Insurance Marketplace	1							●
Have you recently lost your benefits?	1		●					
Is healthcare needed due to an accident?	1	●						
Is healthcare needed due to a work-related accident?	2	●			●			

# Demographic Questions

Demographic Questions	Sum	Access Now	Daily Planet	Resource Centers	Bon Secours	VCU Indigent/VCC	Cross Over	Cover VA
Marital Status	4	●	●		●	●		
Gender/Sex	5	●	●	●			●	●
Transgender	3	●	●				●	
Race	5	●	●	●			●	●
Ethnicity	4	●	●				●	●
Primary Language	3	●	●					●
Education	1	●						
Housing situation/homelessness	3	●	●			●		
Veteran Status	4	●	●				●	●
Fertility Status	1			●				
Pregnancy Status	2						●	●