



# Pediatric Hearing Services Application

The Lighthouse is a 501(c)(3) non-profit, non-governmental organization that provides hearing services with dignity and respect to uninsured, low-income people in Georgia.

**The hearing aid package for your child is not free. You will have a copayment.** Parents or legal guardians may apply once every three (3) years for services for their child (birth – 18 years) based on program funding.

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**PLEASE DETACH THE APPLICATION (PAGES 5-12) AND SUBMIT WITH COMPLETE DOCUMENTATION.** The estimated time to process your application is 1-2 weeks.

If you are unable or unwilling to provide the requested documentation for you and your child, your child's application will not be approved. If complete documentation is not received within 3 months, your child's application will be considered abandoned, and you will have to begin the application process over.

**Please send your application by MAIL OR FAX ONLY:**

**MAIL: The Lighthouse, 5582 Peachtree Road Chamblee, Georgia 30341**

**FAX: (770) 406-6558**

**Hours of operation for The Lighthouse Hearing Department:**

**Monday – Friday | 9:00 A.M. – 4:00 P.M.**

**Telephone: 404-325-3630**

## Application Requirements

In addition to a **completed** application, you must submit supporting documentation to prove your household income, you and your child's identification, your Georgia residency and your child's unexpired hearing test with a Lighthouse provider.

**Please submit COPIES ONLY, no original documents.**



**The following MUST be submitted for this application to be considered:** Failure to include these documents will delay your child's application and increase the time it takes to get approved. The parent or legal guardian is responsible for providing the required documents listed below.

1. **Proof of Georgia residency for at least 12 months for 1 parent or legal guardian.**
2. **Georgia birth certificate or valid Georgia ID of the applicant/child.**
3. **Completed Lighthouse-approved Hearing Provider Recommendation (page 8).**
4. **Signed Medical Condition and Clearance (page 8).**
5. **Completed Hearing Program Insurance Affidavit (page 9).**
6. **Copy of a current hearing test, less than 3 months old, with a Lighthouse provider.**
7. **Insurance summary of benefits showing denial or lack of coverage for hearing aid(s) and hearing related devices.**
8. **Completed application with attached supporting documentation.**

## **SUPPORTING DOCUMENTATION**

### **1) IDENTIFICATION: ALL IDENTIFICATION CARDS MUST BE CURRENT (NOT EXPIRED) AND CLEARLY SHOW YOUR PHOTO.**

- Valid Georgia driver license OR valid Georgia identification card (1 parent or legal guardian)
- Georgia birth certificate, valid Georgia driver license, or valid Georgia identification card (child/applicant)

### **2) RESIDENCY: *(Please choose one)***

- Copy of current rental agreement including signature page
- Copy of most recent Mortgage statement
- Letter from shelter, transitional home, or nursing home stating that you live at that location (on letterhead and signed by shelter or transitional housing employee)

**RESIDENCY: (continued)**

- Copy of a most recent utility bill, including the name of the applicant and service address, from either the applicant or member of household (Utilities only include: gas, water, and electric)

**3) INCOME:**

Please send **ALL** of the items from this list below that **apply to the parents/legal guardians AND everyone in the household.**

- Last year's tax return\* (include all pages)  
\*If you own or have income from a business, please provide a copy of the Schedule C portion of your tax return.
- Two (2) current consecutive paycheck stubs for bi-weekly pay; or 4 current consecutive paycheck stubs for weekly pay
- Current Social Security/Disability Award letter
- Current Food Stamp award letter from Department of Family and Children Services (DFACS)
- Letter from shelter (on letterhead and signed by shelter employee)
- Regular payments from alimony, child support, unemployment, union funds, retirement/pension, or other government programs funds
- College/university scholarship, grant, fellowship, or assistantship

**IMPORTANT: Please be advised that we may request additional supporting documentation such as an official tax transcript. Contact the Internal Revenue Service (IRS) at 1-800-908-9946 to request a 4506-T Form for filing or non-filing transcript.**

**4) INSURANCE:**

**IF** your insurance provides coverage for hearing aids **AND** you partially or fully insured by a high deductible insurance plan\* send the following:

- Copy of your insurance Statement of Coverage, including the deductible

**\*The Internal Revenue Service (IRS) definition of a “High Deductible Insurance Plan” is defined as any health plan with a deductible of at least \$1,350 for an individual or \$2,700 for a family.**

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## Pediatric Hearing Services Application

(PLEASE PRINT CLEARLY WITH A DARK PEN)

### Applicant/Child's Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: Georgia Zip Code: \_\_\_\_\_

County of Residence: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender:  Male  Female

Race:  White, not Hispanic or Latino  Black or African American  Asian

American Indian or Alaskan Native  Native Hawaiian or Other Pacific Islander  Other Race

Decline to Specify

Ethnicity:  Hispanic or Latino  Not Hispanic or Latino  Decline to Specify

### Primary Parent/Legal Guardian Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Marital Status:  Single  Married  Divorced  Legally Separated  Widowed

(You must provide official court documentation if divorced or legally separated)

Are you employed?  Yes  No

Are you a Veteran?  Yes  No

If you are unemployed, please provide the reason:

Disabled (receive SSI/SSDI)  Retired  Unable  Lost Job  Student  Other

Please select the type of insurance coverage you have:

Medicaid  Medicare  PeachCare  Private  Other  None

Does your insurance plan include hearing aid coverage? Yes No

If yes, are you partially or fully insured by a high deductible insurance plan\*?  Yes  No

\*The Internal Revenue Service (IRS) definition of a "High Deductible Insurance Plan" is defined as any health plan with a deductible of at least \$1,350 for an individual or \$2,700 for a family.

How many years have you been a Georgia resident? \_\_\_\_\_

How did you hear about The Lighthouse?  The Lighthouse  My Audiologist

Advertising, Marketing, or Social Media  Other Organization  Other Source

***\*Please complete ALL questions above in order for the application to be considered complete.\****

## Parent/Legal Guardian Financial Information

In the chart below, list EVERYONE - including yourself - living at your address. Include proof of income for ALL members of the household.

Name	Age	Relationship	Dependent (Yes or No)	Source(s) of Income	Amount of Monthly Income
		Self	No		\$
					\$
					\$
					\$
					\$
					\$
					\$
					\$
					\$
<b>Total Number of People in Household</b>		<b>Total Number of Dependents in Household</b>		<b>Total Monthly Income</b> (Combined income for all members of household)	\$

This section must be completed by the hearing professional who performed the hearing test.  
You must include a copy of that current hearing test (audiogram).

The Lighthouse does not pay for hearing tests.

### Medical Condition & Clearance

Child's Primary Diagnosis: \_\_\_\_\_

I recommend the following treatment(s): \_\_\_\_\_

Are there any medical barriers to treatment?    Yes    No

If yes, please list: \_\_\_\_\_

I certify that \_\_\_\_\_ (applicant name) was medically examined on \_\_\_/\_\_\_/\_\_\_ and may be considered a candidate for hearing aid use. *\*Must be signed and dated by a licensed physician (M.D.)*

\_\_\_\_\_  
Signature of M.D.

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

\_\_\_\_\_  
Name of M.D. (Please Print)

\_\_\_\_\_  
Name of Physician's Practice

### Provider Recommendation

Business Name: \_\_\_\_\_

Name and Title of Hearing Professional: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please specify degree of hearing loss:    Mild    Moderate    Moderately Severe    Severe    Profound

Circle the type of hearing aids recommended:

Right Ear:    None    RIC/BTE    ITE    BICROS

Left Ear:    None    RIC/BTE    ITE    BICROS



## Insurance Affidavit

This insurance affidavit must be completed by the hearing professional who performed the hearing test.

I, \_\_\_\_\_ (full printed name), declare under penalty of perjury that the following is true and correct to the best of my knowledge, information and belief.

Name of Practice: \_\_\_\_\_

Address: \_\_\_\_\_

Signature of Provider: \_\_\_\_\_

I confirm that the following has been verified on the patient listed below:

Name of Patient: \_\_\_\_\_

\_\_\_\_\_ The patient does not carry medical insurance

\_\_\_\_\_ The patient does carry medical insurance\*

\*Insurance: (Circle all that apply):    Medicaid    Peachcare    Private Insurance

\_\_\_\_\_ The patient carries medical insurance, but Hearing services are not covered in the policy

A copy of this affidavit is being filed with The Lighthouse in the designated Hearing Program electronic patient filing system. Patient information will be kept on record for a minimum of three years. The Lighthouse accepts the affidavit in good faith.

Lighthouse Representative Print Name: \_\_\_\_\_

Lighthouse Representative Sign Name: \_\_\_\_\_

Date: \_\_\_\_\_

## **The Lighthouse Approved Hearing Providers**

There are certain hearing providers who work with The Lighthouse hearing program. This means they accept payment from The Lighthouse on your behalf. It also means they abide by the guidelines of The Lighthouse program and agree to provide the services included in your hearing aid package.

For this reason, you **MUST** be a patient of a Lighthouse-approved hearing provider. A list can be found on our website, [www.LighthouseGeorgia.org](http://www.LighthouseGeorgia.org) or by calling 404-325-3630.

### **What does this mean if you already have a hearing test? Can you use it?**

Maybe. All hearing tests must be current. According to Georgia law, that means it must be 6 months old or less. Furthermore, if your hearing test does not come from a Lighthouse-approved provider, our Lighthouse providers *may* require you to get a new test from them before you can proceed to be their patient. If you have a current test you wish to use, you will need to ask your new Lighthouse provider if he/she will accept it.

### **How do you find a Lighthouse-approved hearing provider?**

You can find a current list of providers at [www.LighthouseGeorgia.org](http://www.LighthouseGeorgia.org), or you can call the Lighthouse Foundation at 404-325-3630 to request a list.

1. Choose a Lighthouse Provider from the provided list.
2. Call the Provider you have chosen. Tell them that you are applying to The Lighthouse for hearing aid assistance and you need a Lighthouse-approved provider.
  - \* If you **have** a hearing test that is **less than 3 months old**, ask them if they will accept it.
  - \* If you **do not have** a hearing test, tell them you need one.
3. Ask the Provider if they are willing to accept you as a new patient. If the provider agrees to accept you as a patient, you will see this provider for your Lighthouse-approved

REQUIRED

### Lighthouse Statement Please read and sign.

"I fully understand Lighthouse services are limited to residents unable to pay for, or receive from other sources, this assistance. In consideration of these services, I release and discharge all persons rendering such services from any claims I may have arising from the services rendered. I am aware that the Lighthouse will not pay for any eyeglasses billed to me prior to approval of this application. I also understand that my application will be reviewed by a Lighthouse Provider, and/or the Lighthouse staff. ALL INFORMATION ON AND ATTACHED TO THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE."



\_\_\_\_\_

**Signature of Applicant** (or parent if applicant is a child) **Date**

\_\_\_\_\_

**Witness** (if applicant signs with an "X") **Date**

REQUIRED

### HIPAA Agreement

I understand that the Federal Privacy Rule ("HIPAA") does not protect the privacy of information if re-disclosed, and therefore request that all information obtained by this person or agency be held strictly confidential and not be further released by the recipient. I further understand that my eligibility for Lighthouse services is not conditioned upon my provision of this authorization. I intend for this document to be a valid authorization conforming to all requirements of the Privacy Rule and understand that my authorization will remain in effect for one year.

\_\_\_\_\_

**Signature of Applicant** (or parent if applicant is a child) **Date**



**Complete this portion only if you would like to give us permission to speak with someone else on your behalf regarding your/your child's services.**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Relationship to Applicant/Child:** \_\_\_\_\_

**Once completed, send your application and copies of all required documents to us by mail, or FAX. If you have any questions, please call us at 404-325-3630 and listen to menu prompt.**

"By submitting this application, I agree to be bound by The Lighthouse's terms, conditions, and decisions regarding approval or denial. I understand that I am responsible for submitting in a timely fashion all supporting materials and that, if said materials are not received within ninety (90) calendar days of application submission, my application will be considered abandoned, necessitating the submission of a new application. I also agree to allow the use of my and/or my child's likeness (photograph) in any form of future program marketing and understand that, if I do not wish to consent to the use of said likeness, I must submit in writing a signed statement to that effect to be included in my application file."