

CancerCare Co-Payment Assistance Foundation Income Audit Policy

The CancerCare Co-Payment Assistance Foundation is happy to be able to offer applicants a speedy review by offering an electronic income verification process. However, as a charity that provides co-payment assistance, we need to adhere to certain federal guidelines and regulations. Therefore as stated in our *Applicant Declaration and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Authorization form*, we have the right to request that your reported financial income be verified by an audit.

If selected to comply with our income audit, the applicant is required to submit a signed copy of the current year **US Federal Income Tax Return** (IRS Form 1040, 1040A, 1040EZ).

For individuals that **do not** file an Income Tax Return, they must submit the following for both the applicant and spouse if applicable:

- A copy of your most recent Social Security/Disability Award Letter, Benefit Statement or monthly check
- A copy of your W2 -or- most recent paycheck
- A copy of all other income statements that may be applicable to your specific situation (pensions, annuities, taxable interest income/dividends, business income, rental income)
- A copy of your Unemployment Check or Benefit Notification

Once requested, documents need to be received **within 60 days**. If documents are not received during the allotted time, the assistance will be terminated until the information is received and reviewed.