

NOTE: Although every effort has been made to develop a complete list of hospital signage requirements, WSHA cannot guarantee that this list is exhaustive in all cases. This list is intended to be a list of generally applicable state and federal signage requirements related to health care and cannot take into account city, county, and other local requirements. This list is provided as a courtesy to our members and should not be relied upon as specific, legal advice. WSHA welcomes your input - if you believe a requirement is missing or any information in the list is inaccurate, please contact: Zosia Stanley at zosias@wsaha.org or (206) 216-2511.

Washington State Signage/Communication Requirements


Admission Policy AUTHORITY: WAC 246-320-141	APPLICABILITY	Hospitals licensed under RCW 70.41.
	SPECIFIC PLACEMENT	Website where policy is readily accessible to the public, without requiring a login or other restriction.
	INFORMATION - [R]EQUIRED	Hospital policy on admissions.
	ADD'L INFORMATION	Hospitals must also submit policy to the Department of Health within 30 days after the hospital approves changes/additions.
Billing Notification AUTHORITY: RCW 70.41.400	APPLICABILITY	Hospitals licensed under Title 70 RCW.
	SPECIFIC TIME/METHOD	Prior to or upon discharge.
	INFORMATION - [R]EQUIRED	A hospital must furnish each patient receiving inpatient services a written statement providing a list of physician groups and other professional partners that commonly provide care for patients at the hospital and from whom the patient may receive a bill, along with contact phone numbers for those groups. The statement must prominently display a phone number that a patient can call for assistance if the patient has any questions about any of the bills they receive after discharge that relate to their hospital stay.
	ADD'L INFORMATION	<p>A model brochure is available on the WSHA website: http://washington-state-hospital-association.myshopify.com/collections/financial-assistance/products/understanding-your-hospital-bill</p> <p>An insert template is also available on the WSHA website: http://washington-state-hospital-association.myshopify.com/products/understanding-your-hospital-bill-template</p>
Biohazardous Material Warning AUTHORITY: WAC 296-800-11045	APPLICABILITY	All employers.
	SPECIFIC PLACEMENT	Equipment, containers, rooms, materials, experimental animals, or any combinations of these that contain viable hazardous agents.
	TEXT - [R]EQUIRED	[R] Required biohazard symbol - see WAC 296-800-11045.
	ADD'L INFORMATION	
Child Abuse or Neglect Reporting AUTHORITY: RCW 26.44.030(22)	APPLICABILITY	All healthcare entities that include licensed practitioners, nurses, psychologists, or pharmacists.
	SPECIFIC PLACEMENT	Clearly displayed in common areas of a facility
	TEXT - [R]EQUIRED	<p>[R] Minimum poster size: 8.5 x 11"</p> <p>[R] Minimum information: (a) who is required to report child abuse and neglect; (b) the standard of knowledge to justify a report; (c) the definition of reportable crimes; (d) where to report suspected child abuse and neglect; and (e) what should be included in a report and the appropriate timing.</p>
	ADD'L INFORMATION	<p>The Department of Social and Health Services has a poster with reporting requirements available in English and Spanish: https://www.dshs.wa.gov/sites/default/files/SESA/publications/documents/24-525.pdf</p>
Complaint Toll-Free Number AUTHORITY: RCW 70.41.330	APPLICABILITY	Hospitals licensed under RCW 70.41.
	SPECIFIC PLACEMENT	Conspicuous locations.
	TEXT - [R]EQUIRED	Notice of the WA DOH hospital complaint toll-free telephone number.
	ADD'L INFORMATION	Toll free number: 1-800-633-6828.
Crime Victim Compensation AUTHORITY: WAC 296-30-081	APPLICABILITY	All health services providers.
	SPECIFIC PLACEMENT	No specific requirement, approved on case by case basis.
	TEXT - [R]EQUIRED	Health services providers are required to inform the "victim of his or her rights under the Crime Victims Act and give whatever assistance is necessary for the victim to apply for compensation."
	ADD'L INFORMATION	<p>Although not required by law, WA L&I provides a form poster: http://www.lni.wa.gov/FormPub/Detail.asp?DocID=2210</p>

End of Life Care Policy AUTHORITY: WAC 246-320-141	APPLICABILITY	Hospitals licensed under RCW 70.41.
	SPECIFIC PLACEMENT	Website where policy is readily accessible to the public, without requiring a login or other restriction.
	INFORMATION - [R]EQUIRED	Hospital policy on end of life care.
	ADD'L INFORMATION	Hospitals must also submit policy to the Department of Health within 30 days after the hospital approves changes/additions.
Estimate of Charges AUTHORITY: RCW 70.01.030(3); RCW 70.41.450	APPLICABILITY	Health care providers licensed under Title 18 RCW and health care facilities licensed under Title 70 RCW and hospitals licensed under Title 70 RCW.
	SPECIFIC PLACEMENT	Patient registration areas.
	TEXT - [R]EQUIRED	[R] "Information about the estimated charges of your health services is available upon request. Please do not hesitate to ask for information."
	ADD'L INFORMATION	A model sign is available on the WSHA website: http://washington-state-hospital-association.myshopify.com/collections/financial-assistance/products/right-to-request-estimated-charges-signage
Financial Assistance AUTHORITY: RCW 70.170.060(6)-(8); WAC 246-453-020(2); WAC 246-453-010(16)	APPLICABILITY	Hospitals licensed under RCW 70.41; or as a psychiatric hospital under chapter 71.12 RCW.
	SPECIFIC PLACEMENT	Posted or prominently displayed within public areas of the hospital; provided to the patient in writing and explained, at the time the hospital requests information regarding third-party coverage, in any language spoken by more than 10% of the population in the hospital's service area and interpreted for other limited English speaking patients. (Effective 10/1/2018) [R] Notice of charity care availability posters must be prominently displayed in all: (1) areas where patients are admitted or registered, (2) emergency departments, if any, and (c) financial services/billing areas accessible to patients. Notice must be posted in all languages spoken by more than 10% of the population of the hospital's service area. [R] Current versions of the hospital's charity care policy, a plain language summary of the policy, and the application form must be available on the hospital's web site. The summary and application form must be available in all languages spoken by more than 10% of the population of the hospital's service area.
	TEXT - [R]EQUIRED	Notice shall be made that charges for services provided to persons meeting the criteria for indigency established within WAC 246-453-040 may be waived or reduced. (Effective 10/1/2018) [R] The first page of all hospital billing statements and other written billing/collection communications must include the following or substantially similar statement in English and the second-most spoken language in the hospital's service area: "You may qualify for free care or a discount on your hospital bill, whether or not you have insurance. Please contact our financial assistance office at [web site] and [phone number]."
	ADD'L INFORMATION	Model signs are available on the WSHA website: http://washington-state-hospital-association.myshopify.com/collections/financial-assistance/products/financial-assistance-sign-english-spanish http://washington-state-hospital-association.myshopify.com/collections/financial-assistance/products/financial-assistance-signs-eight-languages
Financial Assistance Availability AUTHORITY: WAC 246-453-010(16)	APPLICABILITY	Hospitals licensed under Title 70 RCW.
	SPECIFIC TIME/METHOD	At the time that the hospital requests information from the responsible party with regard to the availability of any third-party coverage.
	TEXT - [R]EQUIRED	Provided to the individual in writing and explained, at the time that the hospital requests information from the responsible party with regard to the availability of any third-party coverage, in any language spoken by more than ten percent of the population in the hospital's service area, and interpreted for other non-English speaking or limited-English speaking or other patients who can not read or understand the writing and explanation.
	ADD'L INFORMATION	
Financial Assistance Policy AUTHORITY: WAC 246-453	APPLICABILITY	Hospitals licensed under RCW 70.41 or RCW 71.12.
	SPECIFIC TIME/METHOD	Must be submitted to the Department of Health 30 days before adoption by hospital.

	INFORMATION - [R]EQUIRED	Charity care policies, procedures, sliding fee schedules, and bad debt policies and procedures.
	ADD'L INFORMATION	
Hospital License AUTHORITY: RCW 70.41.110	APPLICABILITY	Hospitals licensed under RCW 70.41.
	SPECIFIC PLACEMENT	Licenses shall be posted in a conspicuous place on the licensed premises.
	TEXT - [R]EQUIRED	Actual license document.
	ADD'L INFORMATION	

Infant Safe Haven AUTHORITY: RCW 13.34.360(4)(a)	APPLICABILITY	Emergency department of a hospital licensed under chapter 70.41 RCW; federally designated rural health clinic.
	SPECIFIC PLACEMENT	None specified.
	TEXT - [R]REQUIRED	Statement that: "(Location) is an appropriate place for the safe and legal transfer of a newborn."
	ADD'L INFORMATION	A model sign is available on the WSHA website: http://washington-state-hospital-association.myshopify.com/products/safety-of-newborns-sign
Nondiscrimination policy AUTHORITY: WAC 246-320-141	APPLICABILITY	Hospitals licensed under RCW 70.41.
	SPECIFIC PLACEMENT	Website where policy is readily accessible to the public, without requiring a login or other restriction.
	INFORMATION - [R]REQUIRED	Hospital policy on nondiscrimination.
	ADD'L INFORMATION	Hospitals must also submit policy to the Department of Health within 30 days after the hospital approves changes/additions.
Nurse Staffing Plan AUTHORITY: RCW 70.41.420(8)	APPLICABILITY	Hospitals licensed under RCW 70.41.
	SPECIFIC PLACEMENT	Public area on each patient care unit.
	TEXT - [R]REQUIRED	The nurse staffing plan and the nurse staffing schedule for that shift on that unit, as well as the relevant clinical staffing for that shift.
	ADD'L INFORMATION	Staffing plan and current staffing levels must also be made available to patients and visitors upon request.
Provider-Based Clinic Facility Fee AUTHORITY: RCW 70.01.040	APPLICABILITY	Provider-based clinics that charge a facility fee.
	SPECIFIC PLACEMENT	Locations easily accessible to and visible by patients, including the facility's web site.
	TEXT - [R]REQUIRED	(Facility) is licensed as part of (Hospital) and the patient may receive a separate charge or billing for the facility, which may result in a higher out-of-pocket expense.
	SPECIFIC TIME/METHOD	Prior to delivery of nonemergency services.
	INFORMATION - [R]REQUIRED	A provider-based clinic that charges a facility fee shall provide a notice to any patient that the clinic is licensed as part of the hospital and the patient may receive a separate charge or billing for the facility component, which may result in a higher out-of-pocket expense.
	ADD'L INFORMATION	A model sign and downloadable notice template are available on the WSHA website: http://washington-state-hospital-association.myshopify.com/collections/types?q=Downloadable%20template
Radioactive Material Warning AUTHORITY: WAC 246-221-120; WAC 246-240-207	APPLICABILITY	WA DOH Radioactive Material Licensees.
	SPECIFIC PLACEMENT	Variable depending on circumstances: "Radiation area" as defined in: WAC 246-220-010; Patient or human research subject's room door.
	TEXT - [R]REQUIRED	[R] Required language varies based on hazard level - see WAC 246-221-120.
	ADD'L INFORMATION	
Reproductive Health Care Policy AUTHORITY: WAC 246-320-141	APPLICABILITY	Hospitals licensed under RCW 70.41.
	SPECIFIC PLACEMENT	Website where policy is readily accessible to the public, without requiring a login or other restriction.
	INFORMATION - [R]REQUIRED	[R] Hospital policy on reproductive health care.
	ADD'L INFORMATION	Hospitals must also submit policy to the Department of Health within 30 days after the hospital approves changes/additions.
Voluntary Waiver of Firearms (effective: 1/1/2019) AUTHORITY: RCW 9.41.352	APPLICABILITY	Hospitals licensed under RCW 70.41 and all health care provider locations
	SPECIFIC PLACEMENT	Widely available at health care provider locations
	INFORMATION - [R]REQUIRED	Two required forms: (1) Voluntary Waiver of Firearm Rights Form, and (2) Revocation of Voluntary Waiver of Firearm Rights Form [R] The voluntary waiver of firearm rights form must include the following language: "Because you have filed this voluntary waiver of firearm rights, effective immediately you may not purchase or receive any firearm. You may revoke this voluntary waiver of firearm rights any time after at least seven calendar days have elapsed since the time of filing."
	ADD'L INFORMATION	The administrator for the courts will develop both forms by January 1, 2019 and make them available on their website and at all county clerk offices.

Washington Employment Security Department AUTHORITY: RCW 50.20.140	APPLICABILITY	All employers.
	SPECIFIC PLACEMENT	Anywhere it can easily be seen and read by employees - e.g. employee break rooms or bulletin boards, or the area where time cards are kept.
	TEXT - [R]EQUIRED	[R] Form poster(s).
	ADD'L INFORMATION	The state provides a form poster: https://esdorchardstorage.blob.core.windows.net/esdwa/Default/ESDWAGOV/about-employees/ESD-Workplace-Posters-checklist.pdf
Washington Labor & Industries AUTHORITY: Various	APPLICABILITY	All employers.
	SPECIFIC PLACEMENT	Anywhere it can easily be seen and read by employees - e.g. employee break rooms or bulletin boards, or the area where time cards are kept.
	TEXT - [R]EQUIRED	[R] Form poster(s).
	ADD'L INFORMATION	Washington State Department of Labor & Industries has multiple poster requirements: http://www.lni.wa.gov/FormPub/results.asp?Section=8&SubSection=0&Show=0&Sort=0&DocType=0
Your Rights as a Worker - Updated Paid Sick Leave Notice (1/1/2018) AUTHORITY: Washington Labor & Industries	APPLICABILITY	All employers.
	SPECIFIC PLACEMENT	Anywhere it can easily be seen and read by employees - e.g. employee break rooms or bulletin boards, or the area where time cards are kept.
	TEXT - [R]EQUIRED	[R] <i>Your Rights as a Worker</i> notice/poster
	ADD'L INFORMATION	Washington State Department of Labor & Industries updated poster with paid sick leave notice, available at: http://www.lni.wa.gov/IPUB/700-074-909.pdf
U.S. Federal Signage Requirements		
Accountable Care Act - Language Assistance Service Taglines: Significant Publications & Communications AUTHORITY: 45 CFR 92.8(d)(1)	APPLICABILITY	Any health program or activity which receives federal financial assistance provided or made available by HHS; any health program or activity administered by HHS; or a Title I entity.
	SPECIFIC PLACEMENT	Post taglines (in the top 15 languages spoken by individuals with limited English proficiency in WA) in all significant publications and communications , <u>except</u> small-sized items (e.g., postcards and tri-fold brochures).
		Post taglines (in the top 15 languages spoken by individuals with limited English proficiency in WA) in conspicuous physical locations where the entity interacts with the public. Post taglines in a conspicuous location on the covered entity's website accessible from the home page, in a conspicuously-visible font size.
	TEXT - [R]EQUIRED	"ATTENTION: If you speak [insert language], language assistance services, free of charge, are available to you. Call 1-xxx-xxx-xxxx (TTY: 1-xxx-xxx-xxxx)."
	ADD'L INFORMATION	HHS Translated Resources for Covered Entities: https://www.hhs.gov/civil-rights/for-individuals/section-1557/translated-resources/index.html CMS Top 15 Languages Spoken By State: https://www.cms.gov/CCIIO/Resources/Regulations-and-Guidance/Downloads/Appendix-A-Top-15.pdf
Accountable Care Act - Language Assistance Service Taglines: Small-sized Publications & Communications AUTHORITY: 45 CFR 92.8(d)(2)	APPLICABILITY	Any health program or activity which receives federal financial assistance provided or made available by HHS; any health program or activity administered by HHS; or a Title I entity.
	SPECIFIC PLACEMENT	Post taglines (in the top 2 languages spoken by individuals with limited English proficiency in WA) in all significant publications and communications that are small-sized (e.g., postcards and tri-fold brochures) in a conspicuously-visible font size.
	TEXT - [R]EQUIRED	"ATTENTION: If you speak [insert language], language assistance services, free of charge, are available to you. Call 1-xxx-xxx-xxxx (TTY: 1-xxx-xxx-xxxx)."
	ADD'L INFORMATION	HHS Translated Resources for Covered Entities: https://www.hhs.gov/civil-rights/for-individuals/section-1557/translated-resources/index.html CMS Top 15 Languages Spoken By State:

		https://www.cms.gov/CCIIO/Resources/Regulations-and-Guidance/Downloads/Appendix-A-Top-15.pdf
Accountable Care Act - Nondiscrimination Notice: Significant Publications & Communications AUTHORITY: 45 CFR 92.8(b)(1)	APPLICABILITY	Any health program or activity which receives federal financial assistance provided or made available by HHS; any health program or activity administered by HHS; or a Title I entity.
	SPECIFIC PLACEMENT	Post nondiscrimination notice in all significant publications and communications , <u>except</u> small-sized items (e.g., postcards and tri-fold brochures) in a conspicuously-visible font size.
		Post nondiscrimination notice in conspicuous physical locations where the entity interacts with the public in a conspicuously-visible font size.
		Post nondiscrimination notice in a conspicuous location on the covered entity's website accessible from the home page in a conspicuously-visible font size.
	INFORMATION - [R]EQUIRED	Requirements of nondiscrimination notice described in 45 CFR 92.8(a)(1) - (7)
ADD'L INFORMATION	HHS Translated Resources for Covered Entities: https://www.hhs.gov/civil-rights/for-individuals/section-1557/translated-resources/index.html HHS Sample Nondiscrimination Notice in English: https://www.hhs.gov/sites/default/files/sample-ce-notice-english.pdf	
Accountable Care Act - Nondiscrimination Statement: Small-sized Publications & Communications AUTHORITY: 45 CFR 92.8(b)(2)	APPLICABILITY	Any health program or activity which receives federal financial assistance provided or made available by HHS; any health program or activity administered by HHS; or a Title I entity.
	SPECIFIC PLACEMENT	All significant publications and communications that are small-sized (e.g., postcards and tri-fold brochures) in a conspicuously-visible font size.
	TEXT - [R]EQUIRED	"[Name of Covered Entity] complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex."
	ADD'L INFORMATION	HHS Translated Resources for Covered Entities: https://www.hhs.gov/civil-rights/for-individuals/section-1557/translated-resources/index.html HHS Sample Nondiscrimination Statement in English: https://www.hhs.gov/sites/default/files/sample-ce-statement-english.pdf
Accountable Care Act - Participation in Shared Savings Program AUTHORITY: 42 CFR 312(a)(2)	APPLICABILITY	ACO participants, defined as an entity identified by a Medicare-enrolled billing TIN through which one or more ACO providers/suppliers bill Medicare, that alone or together with one or more other ACO participants compose an ACO, and that is included on the list of ACO participants that is required under §425.118.
	SPECIFIC TIME/PLACEMENT	Posts signs in the facility and in settings in which beneficiaries receive primary care. Standardized written notices must be made available upon request.
	TEXT - [R]EQUIRED	[R] Must use template language developed by CMS and must meet marketing material requirements per 42 CFR 425.310.
	ADD'L INFORMATION	CMS has provided template poster language in the ACO Marketing Toolkit on the Shared Savings Program ACO Portal, accessible to ACO participants, available at: https://portal.cms.gov
Americans with Disabilities Act (ADA) Information and Signage AUTHORITY: ADA, Title 10, § 35.163	APPLICABILITY	Public entities (owned by state and local governments)
	SPECIFIC PLACEMENT	Signage at all inaccessible entrances at each facility, directing users to an accessible entrance or to a location at which they can obtain information about accessible facilities.
	TEXT - [R]EQUIRED	[R] The international symbol for accessibility shall be used at each accessible entrance of a facility.
	ADD'L INFORMATION	International Symbol of Accessibility is available at: https://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/guide-to-the-ada-standards/guidance-on-the-isa 
Ambulance Replenishing AUTHORITY: 42 CFR 1001.952(v)	APPLICABILITY	Receiving hospital's emergency department or other locations where emergency medical services are provided to patients (e.g., ambulance pick up/drop off areas).

	SPECIFIC PLACEMENT	<u>Posting requirements for general replenishing arrangements only:</u> Written disclosure of the replenishing program must be posted conspicuously in the hospital's ED or other locations where the ambulance providers deliver patients (unless the agreement operates in accordance with a plan promulgated by an EMS Council or similar agency). Copies of the plan must be made available upon request to ambulance providers, government representatives, and members of the public. *Note: posting requirements do not apply to <i>fair market value replenishing</i> or <i>government mandated replenishing</i> agreements.
	TEXT - [R]REQUIRED	The receiving hospital or ambulance provider, or both, must: (1) maintain records of replenished drugs and medical supplies and the patient transport to which they related; (2) provide a copy of such records to the other party within a reasonable time (unless the other party is separately maintaining records); and (3) make those records available to the Secretary promptly upon request.
	ADD'L INFORMATION	Records must be maintained for 5 years, either in hard copy or electronically. A pre-hospital care report (including, but not limited to, a trip sheet, patient care report or patient encounter report) prepared by the ambulance provider and filed with the receiving facility will meet the requirements.
Community Health Needs Assessment (CHNA) AUTHORITY: 26 CFR 1.501(r)-3	APPLICABILITY	Hospital organizations and hospital facilities as defined in 501(r)-1(17) & (18) that are tax exempt under 501(c)(3), including public hospital districts.
	SPECIFIC PLACEMENT	Website where policy is readily accessible to the public, without requiring a login or other restriction, at least until the date the hospital facility has made its two subsequent CHNA reports widely available on its website.
	TEXT - [R]REQUIRED	Final Community Health Needs Assessment Report as adopted by an authorized body of the hospital facility, as defined by 501(r)-3(b)(6)
	ADD'L INFORMATION	See 501(r)-3(b)(6) for Details on CHNA Report: https://www.gpo.gov/fdsys/pkg/FR-2014-12-31/pdf/2014-30525.pdf
Comprehensive Care for Joint Replacement (CJR) Program Participants AUTHORITY: 42 CFR 510.500(d)(1)	APPLICABILITY	Participant hospitals in the CJR model, which include: (1) hospitals located in geographic areas selected for participation in the Comprehensive Care for Joint Replacement (CJR) program model; (2) hospitals that are not rural or low-volume in a mandatory MSA (metropolitan statistical area); (3) rural or low-volume hospitals in a mandatory MSA that elect to participate in the CJR model; and (4) any hospital in a voluntary MSA that elects to participate in the CJR model.
	SPECIFIC TIME/PLACEMENT	Post on participant hospital's website; update quarterly (at a minimum)
	TEXT - [R]REQUIRED	Website must include: [R] List of all current and past CJR collaborators, including names and addresses, and written policies for selecting collaborators required by §510.500(a)(3).
	ADD'L INFORMATION	Participant hospitals must document and maintain records related to its processes and payments, as described in 42 CFR 510.500(d)(1) and (2).
Emergency Care (EMTALA) AUTHORITY: 42 USC 1395cc(a)(1)(N)(iii)-(iv); 42 CFR 489.20(q)(1)	APPLICABILITY	Hospitals with Emergency Departments (ED) and Critical Access Hospitals. (Medicare) (Includes outpatient departments where patients may seek care for an emergency medical condition.)
	SPECIFIC PLACEMENT	Post conspicuously in any ED or in place(s) likely to be noticed by all individuals entering the ED, as well as those individuals waiting for examination and treatment in areas other than traditional EDs (that is, entrance, admitting area, waiting room, treatment area).
	TEXT - [R]REQUIRED	Language specifying the rights of individuals with emergency conditions and women in labor who come to the emergency department for health care services; and whether the facility participates in the Medicaid program. Wording must be clear and in simple terms and in language(s) that are understandable by the population served by the hospital.
	ADD'L INFORMATION	An EMTALA fact sheet is available on the WSHA website: http://www.wsha.org/quality-safety/projects/er-is-for-emergencies/
Employee Polygraph Protection Act (EPPA)	APPLICABILITY	Most private employers.

ACT (EPPA) AUTHORITY: 29 USC 2001 et seq.; 29 CFR 801.6	SPECIFIC PLACEMENT	Post notice in a prominent and conspicuous place in every establishment where it can be readily observed by employees and job applicants.
	TEXT - [R]EQUIRED	Notice must explain the Employee Polygraph Protection Act.
	ADD'L INFORMATION	The EPPA poster notice created by the U.S. Department of Labor, Wage and Hour Division is available at:
		https://www.dol.gov/whd/regs/compliance/posters/eppac.pdf
End-Stage Renal Disease Quality Incentive Program: Performance Score Certificate AUTHORITY: 42 USC 1395rr(h)(6)(C)	APPLICABILITY	Renal dialysis services providers and facilities
	SPECIFIC TIME	Prominently displayed in patient areas of the facility.
	TEXT - [R]EQUIRED	Certificates to providers and facilities of renal dialysis services that indicate the total performance score.
	ADD'L INFORMATION	Each facility or provider receiving a certificate must prominently display it.
Free and Reduced-Cost Health Care (Hill-Burton) AUTHORITY: 42 CFR 124.604	APPLICABILITY	Hill-Burton obligated facilities.
	SPECIFIC PLACEMENT	In "appropriate areas of the facility, including but not limited to: admissions area, business office, and emergency room."
	TEXT - [R]EQUIRED	[R] "NOTICE-Medical Care for Those Who Cannot Afford to Pay." English and Spanish language notices required, as well as any language spoken by 10% of households in service area.
	ADD'L INFORMATION	Written Individual Notice that specifies the types of Hill-Burton free and reduced-cost services available and the income criteria is also required. The federal government provides model signs: http://www.hrsa.gov/gethealthcare/affordable/hillburton/signenglish.pdf

Financial Assistance/Charity Care AUTHORITY: 26 CFR 1.501(r)-4(b)(5)	APPLICABILITY	Hospitals licensed under Title 70 RCW that are 501(c)(3) tax exempt under federal law.
	SPECIFIC PLACEMENT/TIME	Conspicuous public displays or other measures reasonably calculated to attract patients' attention in public areas of a hospital, including emergency departments and admission areas.
		Widely available on a website - applies to the hospital's financial assistance policy (and billing and collection policy if separate policy), FAP application, and a plain language summary. The FAP documents must be easily accessible free of charge (paper and electronic formats).
		Public areas of a hospital, including the emergency department and admissions areas must have paper copies of the FAP documents must be available upon request and without charge. Offer a plain language summary as part of the intake or discharge process.
	TEXT - [R]EQUIRED	Notify and inform visitors to the hospital facility about the availability of financial assistance through conspicuous displays (size and location).
Billing statements must include a "conspicuous written notice" regarding availability of financial assistance, including a phone number for information, application process, and website to access financial assistance documents.		
ADD'L INFORMATION	See state section for link to WSHA model signs. See 501(r) regulations for further details. https://www.gpo.gov/fdsys/pkg/FR-2014-12-31/pdf/2014-30525.pdf	
Freedom to Choose Post Acute Care Provider AUTHORITY: 42 CFR 482.43(c)(6)	APPLICABILITY	Hospitals, including critical access hospitals
	SPECIFIC PLACEMENT	List of home health agencies (HHAs) or skilled nursing facilities (SNFs) must be included in the discharge plan
	TEXT - [R]EQUIRED	[R] Discharge plan must include a list HHAs or SNFs that are available, participate in the Medicare program, and that serve the geographic area (as defined by the HHA) in which the patient resides, or in the case of a SNF, in the geographic area requested by the patient. HHAs must request to be listed by the hospital as available.
		[R] For patients enrolled in managed care organizations, the hospital must indicate the availability of home health and posthospital extended care services through individuals and entities that have a contract with the managed care organizations.
ADD'L INFORMATION	[R] Must document in the patient's medical record that the list was presented to the patient or to the individual acting on the patient's behalf.	
HIPAA Privacy Notice AUTHORITY: 45 CFR 164.520(c)(2)(iii)(A)	APPLICABILITY	HIPAA "covered entities."
	SPECIFIC PLACEMENT	A "clear and prominent location where it is reasonable to expect individuals seeking service from the covered health care provider to be able to read the notice."
	TEXT - [R]EQUIRED	Notice must have an effective date and the header: "THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY." Notice must also list: (1) how the covered entity may use and disclose protected health information about an individual; (2) the individual's rights with respect to the information and how the individual may exercise these rights, including how the individual may complain to the covered entity; (3) the covered entity's legal duties with respect to the information, including a statement that the covered entity is required by law to maintain the privacy of protected health information; and (4) contact information for further information about the covered entity's privacy policies.
	ADD'L INFORMATION	Written notice on a website and in a form that patients may take with them is also required. More information: http://www.hhs.gov/hipaa/for-professionals/privacy/guidance/model-notices-privacy-practices/
Mammography Accreditation Certificate AUTHORITY: 42 USC	APPLICABILITY	Facilities that conducts breast cancer screening or diagnosis through mammography activities, including a hospital, outpatient department, clinic, radiology practice, mobile unit, and physician's office.

263b(1)(A)(iii),(B)(iii)	SPECIFIC PLACEMENT	Prominently displayed certificate in the facility conducting the mammography.
	TEXT - [R]EQUIRED	The facility's accreditation certificate, temporary renewal certificate, provisional certificate, or limited provisional certificate.
	ADD'L INFORMATION	
Medicaid Participation AUTHORITY: 42 CFR 489.20(q)(2)	APPLICABILITY	Hospitals and Critical Access Hospitals. (Medicare)
	SPECIFIC PLACEMENT	Post conspicuously.
	TEXT - [R]EQUIRED	Information indicating whether or not the hospital or rural primary care hospital participates in the Medicaid program under a State plan approved under Title XIX.
	ADD'L INFORMATION	
Notice of Beneficiary Hospital Discharge Appeal Rights AUTHORITY: 42 CFR 405.1205	APPLICABILITY	All hospitals providing inpatient care, including critical access hospitals.
	SPECIFIC TIME	Notice to Medicare beneficiaries at or near admission, but no later than 2 days after being admitted.
	TEXT - [R]EQUIRED	[R] Written notice must include a Medicare beneficiary's: (1) rights as a hospital inpatient; (2) discharge appeal rights - including a description of the process under §405.1206 and detailed information in accordance with §405.1206(e); and (3) liability for charges for continued inpatient stay.
	ADD'L INFORMATION	[R] The notice must be signed and dated by the beneficiary. If a beneficiary refuses to sign, the notice should indicate the date of refusal. [R] Unless the notice was delivered within 2 days of discharge, the hospital must provide the beneficiary a copy of the signed notice prior to discharge (but no earlier than 2 days before discharge).