



Thinking About Becoming a Living Donor? Help is available to cover some costs

Are you thinking about becoming a living donor? If so, certain expenses related to donating can be covered for you and your support person. The New York State Living Donor Support Program can reimburse up to \$14,000 for expenses.

The Program can help pay for:

- Travel: Transportation, food, and lodging.
- Lost wages (including demonstrated lost non-employment income) or the economic value of sick or vacation days expended.
- Dependent care: Money that you, as a living donor, may spend on the care for children, a child with a disability, a dependent adult, or an elderly person during the process. Paid care may be needed if the living donor is not able to provide care due to the demands of the donation process.
- Medicines or medical care related to the living donation process that are not covered by health insurance or other sources.
- A support person who accompanies the living donor to appointments and/or surgery.

For more information, contact the New York State Living Donor Support Program:

Email: LivingDonor@health.ny.gov

Website: health.ny.gov/livingdonor

Phone: 518-408-3431

Who qualifies as a program participant?

You qualify if:

1. You are the living donor and you are a New York State resident.
2. The ultimate intended recipient of your donated organ is a New York State resident.

How does it work?

1. The Living Donor Support Program is not allowed to pay back (reimburse) living donors for expenses that could have been paid for by other third-party sources of reimbursement. Examples of third-party payors include: an insurance policy, an employer benefit, a state compensation program, a state or federal health benefits program, or potentially, other entity(s) that reimburse eligible expenses. Your transplant center staff will work with you to ensure that you apply to the reimbursement program that best matches your situation.
2. Both the living donor and the recipient need to fill out and sign an application, and attach proof of where they live (residency in NYS).
3. The applicant should then return these items to the transplant center staff for their review, completion, and submission to the Living Donor Support Program.

Proof of Residency

1. Two different proofs of current NYS residency are required. The donor and recipient must submit proofs that are dated within 90 days of when the application is submitted. Documents submitted to prove New York State residency need to display both the full name of the living donor and their current residence.
2. These documents can be used to prove your residency:

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|--------------------------------|---------------------------------|--|-------------------|
| • Letter of residency | • Bank or investment statements | • Tax forms: W2 or 1099 | • Telephone bills |
| • Lease or mortgage statements | • Unemployment check stubs | • Social Security or disability statements | • Utility bills |
| • Pay stub from your employer | • Voter registration card | • Real estate tax bills | • Tax returns |

Other forms that show proof of residency may be acceptable by the Department.

How do I apply?

Staff at the transplant center will review information to see if you are likely to be eligible for the Living Donor Support Program. If you are, they will give you an application packet. The donor and the ultimate intended recipient will complete different parts of the eligibility application. Both the donor and the ultimate intended recipient need to attach two forms of proof that they live in New York State and sign their application. These completed documents are then submitted to the transplant center.

Transplant center staff will review the donor and recipient applications (including the documents to prove residency). Then they will complete the Transplant Center Initial Review Form and submit the completed application packet to the New York State Living Donor Support Program via a secure file transfer system.

When do I apply?

Applications are due before the living donation surgery takes place.

If I do not qualify for this program, are there other ways to help me pay for my expenses?

If you do not qualify for the NYS Living Donor Support Program, your transplant center will work with you to see if there are other programs that you might be eligible for and/or if the transplant center offers financial assistance.

Applicant Notification:

1. The Department will review each application and notify the applicant of its decision to accept or deny their participation in the Program. They will contact them using the applicant's email address or home address provided. A denial will describe the reason(s) why the application was denied.
2. When the Department tells an applicant they are approved to participate, they also tell them what steps to take to get reimbursed from the Program. This includes:
 - A. An overview of the Program and how to get reimbursed. This includes what is needed when submitting a request for reimbursement.. It also covers how to use our secure file transfer system, "SendVault."
health.ny.gov/professionals/patients/donation/living_donor/docs/sendvault_quick_start_guide.pdf
 - B. The request for reimbursement form and related worksheets.
 - C. A substitute W9 form and directions to complete the form and return it to the Living Donor Support Program.
 - D. Information living donors will need to submit if they expect to ask for reimbursement of lost wages. This may include a request for the applicant's proof of wages and employment, most current W-2 or 1099, four weeks of most recent pay stubs, and/or an employer verification form.

Things to Know About Program Reimbursement

1. \$14,000 is the maximum amount of eligible living donor expenses that the program will reimburse (pay back) a living donor.
2. Living Donors who are eligible to participate in the Program may seek to be paid back for eligible expenses in any or all the eligible expense categories.
3. Eligible living donors may submit a request for reimbursement of lost time/lost wages, dependent care, travel, support person(s), and/or medicine/health care expenses multiple times throughout the living donor process.
4. Requests for reimbursement must be submitted no more than 90 days after money was spent.
5. The Program will not reimburse expenses paid (or required to be paid) by any third-party payor. Examples include an insurance policy, an employer benefit, state compensation program, state or federal health benefits program, or other entity(s).
6. When the Program receives your completed substitute W9 form, they will set up your profile in the Statewide Financial System (SFS) which will allow you to receive reimbursement. All Program participants must have a profile in SFS before they can be paid back (reimbursed) by the Living Donor Support Program.
7. Program participants that do not end up making a living organ donation--through no decision or judgment of your own, can still request for reimbursement of their expenses related to the evaluation.
8. Living donor expenses will be reimbursed as close as possible to when the donor submits their request for reimbursement for the items or services.