



## Transplant Related Expenses

The following are considered reasonable transplant related expenses for which the funds may be used as outlined in Transplant Fundraising Program guidelines:

- Prescription drugs necessitated by the transplant for the client.
- Medical bills and co-pays related to the transplant for the client, subject to \$1,000.00 maximum if in the matched program.
- Travel, lodging and food expenses during the client's transplant for the one (1) caregiver. If the patient is a child, GTF will allow for up to two (2) caregivers, subject to \$1,000.00 maximum if in the matched program.
- Travel, lodging and food expenses for the client's follow-up medical examinations for up to six (6) months post-transplant, subject to \$1,000.00 maximum if in the matched program..

*Please note that the maximum reimbursement for post-transplant expenses other than prescription medicine is \$1,000 for clients who have an Access to Care account. When applicable, clients are encouraged to utilize GTF assistance programs first. Specific transplant costs outside of GTF guidelines can be considered for the match and must be requested in writing at the time the Transplant Fundraising Program application is submitted. This request must be pre-approved.*

**While the client is hospitalized or recovering locally, the following guidelines apply:**

- The client has the option to pay lodging or temporary housing from their fund. Clients are encouraged to speak to their Social Worker about the eligibility requirements for GTF's Housing Assistance Program.
- Meals are paid at a per diem rate for the maximum of two (2) people (the client and one (1) caregiver) based on the IRS guidelines of \$50.00 per day.
- If the client or caregiver takes an unpaid leave from their job, GTF will consider paying a portion of household expenses for up to three (3) months *after* the transplant.
  - Based upon review of income and expenses to establish financial need and earnings loss.
  - GTF must have a letter from the employer stating that the leave is unpaid.
  - Reimbursement of household expenses based on documented loss of income.
  - Reasonable expenses reimbursed may include rent/mortgage, utilities (water, gas, electric), phone, or car payment.
  - Household expenses, if considered, will be deducted from the \$1,000.00 that the TFP client is able to use for post-transplant expenses other than prescription medicine.

### Untransplantable

- GTF will consider reasonable unpaid medical expenses if the transplant candidate becomes untransplantable.

### Death Benefits

- GTF will consider unpaid funeral expenses up to \$5,000.
- GTF will consider paying mortgage/rent for up to three (3) months after the death of the transplant candidate, recipient or living donor.

**These items are not considered transplant expenses and will not be reimbursed:**

- Entertainment items (videos and toys)
- Clothing
- Pet supplies
- Personal products
- Computers
- School expenses, learning aids, tuition or camp fees
- Health club memberships or exercise equipment
- Rehab therapy not administered by a licensed therapist
- Postage
- Automotive repairs and maintenance
- Interest or finance charges
- Tobacco products or alcoholic beverages and non-prescribed medicine
- Treatment taking place outside of the US
- Loss of income
- Any taxes due
- Expenses unrelated to transplant
- Legal fees

*Please note that this is not a complete list.*

### **General Reimbursement Guidelines**

- All expenses to be reimbursed must be submitted with the Reimbursement Request form.
- The Reimbursement Request form must be submitted with the original itemized receipt for all expenses submitted. A detailed receipt must accompany credit card receipts.
- Receipts must be submitted within three (3) months of expenditure.
- All requests must be submitted in a neat and orderly fashion.
- All payments are contingent upon the amount of money in the client's fund.
- The turn-around time for reimbursement is approximately thirty (30) days after receipt.
- The client, client's volunteers and Georgia Transplant Foundation has a fiduciary responsibility to ensure that the money raised/deposited is used in the manner in which it was solicited.

The final decision on eligibility rests with Georgia Transplant Foundation staff and the Transplant Fundraising Program Advisory Council.

Please refer any questions regarding eligibility and reimbursement to Holly Vanager-Crummell at [TFP@gatransplant.org](mailto:TFP@gatransplant.org) or 678-514-1170.