



## INTRODUCTION

Following are detailed instructions for providing notice to the public of hospital price increases. In accordance with section 153.08(4), Wis. Stats., the notice of a price increase must comply with the requirements for the publication of legal notices under chapter 985, Wis. Stats. These requirements concern the frequency, method, and place of the notice.

## WHA INFORMATION CENTER ADDRESS

Price increase notices, along with the affidavit of publication, should be sent to: WHA Information Center, 5510 Research Park Dr., PO Box 259038, Madison WI 53725-9038.

## CONTACT INFORMATION

If you have questions about publishing a notice of a price increase, please call x1840 at either (608) 274-1820 or (800) 231-8340 or contact us at [WHAInfoCenter@wha.org](mailto:WHAInfoCenter@wha.org).

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## NOTICE OF PRICE INCREASE

### Definition of Price Increase

“Reportable Price Increase” means a change in a hospital’s prices that, by itself or combined with other price increases during the preceding 12 months, causes the percentage increase in the hospital’s total gross revenue from patient services for the 12 months following the change to be greater than the change of the consumer price index.

**(This does not apply** to a hospital that proposes to increase its rates during the course of the hospital’s fiscal year by any amount or amounts that, in the aggregate, do not exceed the percentage amount that is the percentage difference between the consumer price index reported for the 12-month period ending on December 31 of the preceding year and the consumer price index reported for the 12-month period ending on December 31 of the year prior to the preceding year).

“Gross Revenue” means the total charges generated by hospitals to inpatients and outpatients for services provided regardless of the amount a hospital actually expects to collect.

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### Publication of Notice

Your hospital must publish a price increase at least 30 days but not greater than 45 days prior to the effective date of that price increase.

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5510 Research Park Drive      P.O. Box 259038      Madison, WI      53725-9038  
P (608) 274-1820      Toll Free (800) 231-8340  
F (608) 274-8554



## Type of Notice

Your hospital must publish a Class 1 notice under ch. 985.07(1), Wis. Stats. This requires that your hospital publish the notice at least once in a newspaper likely to give notice to interested persons in the area where the hospital is located.

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## Contents of Notice

The notice shall include, all of the following in the following order:

- Heading:** The heading of the notice must be **At Least 18 Point** type size. The heading should be printed in **capital 18 point** type size, **bold** letters.
- Text:** The text of the notice must be **at least 10 point** type size.
- Numbers:** Any numbers printed in the notice must be expressed as **numerals**.  
Correct- 1, 4, 5  
Incorrect- One, Four, Five
- Address of Hospital:** The notice must include the full address of your hospital.
- Hospital Fiscal Year:** The notice must state the beginning and ending dates of your hospital's fiscal year.
- Amount of Price Increase:** The notice must include the total anticipated amount of the price increase, expressed as an annualized percentage.
- Effective Date:** The notice must include the date the price increase will take effect.
- Effective Date of Last Increase:** The notice must include the effective date of the hospital's last reportable price increase and the amount of that increase, expressed as an annualized percentage. The effective date of any other reported price increases within one year prior to this increase must be included in the notice, expressed as an annualized percentage.



## Contents of Notice (continued)

### **Name of Each Charge Element:**

The notice must include the name of each charge element listed in the attached table for which the hospital proposes to increase the price. A hospital may, but need not, include any charge element for which no price increase is proposed.

For each charge element listed, the hospital shall include all of the following information, formatted as follows:

- Current per-unit price
- Proposed per-unit price
- Amount of the price change between the current and proposed per-unit price
- Percentage of the price change between the current and proposed per-unit price

A global explanation of the reason for the proposed price increases should be included.

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### **Affidavit of Publication:**

A hospital that publishes a notice shall require the newspaper in which the notice is published to furnish the hospital with an affidavit of publication attached to a copy of the notice clipped from the paper.

The affidavit shall state the name of the newspaper and the date of publication and shall be signed by the editor, publisher, owner or designee of the editor, publisher or owner.

Within 14 calendar days (10 business days) after the hospital receives the affidavit of publication, the hospital shall send to the WHA Information Center the affidavit with the notice clipped from the newspaper attached.

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