



**Sandy Hook School Support Fund
Collaborative Recovery Fund Reimbursement Guidelines & FAQ for 2020**

What is the Collaborative Recovery Fund?

The Collaborative Recovery Fund, administered by the Newtown-Sandy Hook Community Foundation, provides financial assistance for brain (aka mental) health treatment to victims families, SHS students and their families, SHS employees and their families, and emergency responders and their families who suffered trauma because of the tragedy at Sandy Hook School on 12/14/12.

Who is eligible?	What type of financial assistance can I receive?	How much financial help can I receive and for how long?	What if I have extenuating circumstances and/or financial hardships and still need assistance would I be able to be consider for additional support?
<ul style="list-style-type: none"> • SHS students who were enrolled in the school on 12/14/12 • Staff who were employed at SHS on 12/14/12 or substituting in the building on that day • Emergency responders who were called to either crime scene in an official capacity or who were performing duties related to the tragedy on 12/14 or 12/15 	<p>Assistance with out of pocket mental health expenses, whether or not they are covered by insurance, that are utilized specifically due to the tragedy on 12/14/12. This may include services provided by a licensed mental health professional such as; cognitive therapy, expressive therapies (art, music, play), EMDR, EFT/ Tapping, equine assisted psychotherapy, Brainspotting, Neurofeedback, and prescriptions.</p> <p><u>Health & Wellness activities and Social Emotional Enrichment Services are no longer covered by the Foundation.</u></p>	<p>Individual Cap of \$1,500 per calendar year.</p>	<p>Yes</p>
<ul style="list-style-type: none"> • SHS Student Parents and Immediate Family Members • Immediate Family Members of Staff who were employed at SHS on 12/14/12 or substituting in the building on that day • Immediate Family Members of Emergency responders who were called to either crime scene in an official capacity or who were performing duties related to the tragedy on 12/14 or 12/15 	<p>Assistance with out of pocket mental health expenses, whether or not they are covered by insurance, that are utilized specifically due to the tragedy on 12/14/12. This may include services provided by a licensed mental health professional such as; cognitive therapy, expressive therapies (art, music, play), EMDR, EFT/ Tapping, equine assisted psychotherapy, Brainspotting, Neurofeedback, and prescriptions.</p> <p><u>Health & Wellness activities and Social Emotional Enrichment Services are no longer covered by the Foundation.</u></p>	<p>Family Cap of \$1,500 per calendar year.</p>	<p>No</p>

**Please note immediate family members of victims, wounded teachers, and student eyewitnesses from the two most impacted classrooms are covered under a separate clause.*

What are the eligibility requirements?

The fund will only consider bills for services within the past **three months** at time of submission.

Preexisting conditions are **not covered** and ***insurance must be the first method of payment*** for any services, as applicable. We do have limits on the amount per session that we will reimburse for providers (\$150/\$175/\$200) depending on credentials. Refer to: ***Collaborative Recovery Fund contribution limits for licensed mental health care***).



What documentation must I provide to have eligible expenses paid and where should I submit the information?

You must provide itemized bills and/or Explanation of Benefits (EOB) that have your name, dates of service(s), the amount owed or paid, proof of payment, the providers' name and billing address. **Photocopies of checks will not be accepted.** The Fund is the **final payor** after utilization of insurance and therefore we must receive verification of what is or is not being covered by your insurance. Even if your provider does not take insurance you may have out of network benefits that we need to be able to determine before making payments. Please contact the Foundation if you need assistance submitting to your insurance for out of network benefits.

We understand that submitting Explanation of Benefits (EOBs) from your insurance can be burdensome and time consuming. We wish too that there was a better way to reimburse in a more expedient manner. However, as responsible stewards of donated funds we must adhere to the highest standards of accounting and documentation. These controls allow us to ensure that funds are being distributed as intended and that insurance is utilized first in order to preserve as many funds as possible for the long-term recovery.

Information can be mailed to the Newtown-Sandy Hook Community Foundation at 2 Washington Square, Newtown, CT 06470, faxed to 203-403-9491, or scanned and emailed to lconnell@nshcf.org. For questions or assistance with this process please contact the Foundation directly 203-461-2233.

How much financial help can I receive and for how long?

Eligible individuals (see page 1) can receive **up to \$1,500** (per qualified individual or per family) for the **2020** calendar year. Please note that amounts available are not guaranteed. They have been established based on past averages of utilization and are subject to change. Funds are not payouts to individuals. The limits are the most that the funds are able to contribute towards individual mental health care at this time. Individuals who do not use the amount they are eligible for are not entitled to roll it forward into future years, receive a direct payment, or 'give' their amount to someone else. There are a finite amount of resources remaining and the limits have been determined based on average utilization and funds available in order to be as equitable as possible and preserve funds for long term needs. Any funds not utilized will go back into the amount available for redistribution in future years. Decisions about future support will be made based on utilization and available funds.

How long does it take for payments to be processed?

Once all documentation (including insurance explanation of benefits) is received, claims are processed within two weeks.

What if I have extenuating circumstances and/or financial hardships and still need assistance once my limit has been reached?

For individuals with extenuating circumstances or financial hardships, a review process is in place through the Foundation to consider additional support once limits have been met (**see page 1 for eligibility**). Cases will be reviewed by a small subset of our Distribution Committee. Inquiries should be directed to Lucie Connell, Program Director of the Foundation at lconnell@nshcf.org or 203-461-2233. Students enrolled at SHS on 12/14 also have benefits from the Office of Victim Services (OVS) that can be accessed if limits are reached. OVS can be reached at 888-286-7347.

For further information about the Foundation or the Sandy Hook School Support Fund please visit www.nshcf.org.