**Place on hospital letterhead and email a copy of your letter to Dawn Vicari, CHA legislative assistant, at** dvicari@calhospital.org**.**

May XX, 2020

The Honorable (your Senator and your Assemblymember)

State Capitol

Sacramento, CA 95814

SUBJECT: Budget Request for California Hospitals

Dear Senator (NAME) and Assemblymember (NAME):

On behalf of (HOSPITAL NAME) and all hospitals in California, I’m requesting your support for an immediate $1 billion in state funds for hospitals to help defer some of the costs incurred as we quickly responded to COVID-19.

In early March, our hospital was asked to free up space and increase bed capacity first by 40%, and then by 50%. We immediately went to work on doing just that. We continue to maintain that bed capacity and will need to do so for the foreseeable future. At the same time, we canceled non-emergency procedures and surgeries, also in response to COVID-19. We also purchased personal protective equipment, more ventilators, and trained additional staff — all at great expense.

These were all measures necessary to make way for the COVID-19 patients we would care for, many of whom would need intensive care services. As a result, in the last six to seven weeks, our hospital has seen its revenue decline by approximately \_\_\_\_\_ %, while our expenses have increased dramatically. We now must resume care to more of our patients while at the same time caring and preparing for more COVID-19 patients.

As we resume some of our non-emergency procedures, we will see our revenues improve, but we don’t expect them to reach prior levels for an extended period of time. We need financial help immediately in order to continue to serve our community *(if you think it helpful, talk here about the federal funds you have received thus far).* Although we have received some funds from the federal CARES Act, they do not come close to making up for the losses we have sustained and will continue to experience.

To address these losses and stabilize hospitals, we are asking the Governor and legislature to immediately provide $1 billion to hospitals in the current budget year, as well as $3.1 billion in state funds for an 1115 emergency disaster waiver to be submitted to the federal government. The $1 billion would be made available to hospitals immediately, while the waiver dollars — if approved — would not be available for several months.

I urge you to support our budget request of the Governor by talking with your budget leaders and the Administration about the need to provide hospitals with immediate financial assistance. California cannot reopen safely without its hospitals being stable and fully prepared to serve the needs of all patients, whether those needs are COVID-19-related or not.

Please feel free to contact me if you have any questions or would like to discuss this request. Thank you.

Sincerely,

[Your name and contact information]