

**It is time to update your records; you will need to bring the following to update your financial information:**

- State issued Picture ID required on All Adults in the household.
  - If not state issued then social security card or birth certificate required with Picture ID
- Household income for All Adults in the household:  
(Gross Income will be used and paycheck presented must be consecutive)
  - Four paycheck stubs
  - Social Security benefit letter (no SS check stubs)
  - Tax return for previous year
- If NO income is being received by anyone in the household:
  - A letter from whom ever is supporting/ helping the household financially will be required. **Along with a copy of the Drivers License of the person writing the letter.**
- Proof of residence with current address:
  - Any bill or mail with Patient name and current address
- Proof of dependants (children 18 or under)/ and other adults in household:
  - Social Security cards
  - Birth Certificate or
  - Shot Records
  - Picture ID
- Copies of Medical Insurance(s) (Picture ID for insurance card holder):
  - CHIP
  - Medicaid
  - Medicare without Part D
    - Verification of income, residence, & dependents
  - Medicare with Part D
    - Copies of cards

NOTE:

Co-pays and sliding feeds are due at time of visit.

If you have any questions, please call the clinic at 806-894-7842

Amber Ext. 114 (English Speaking Only)

Mary O. Ext 119 (Spanish or English Speaking)