



Required Documents

If you wish to apply for our Sliding Fee Discount Program:

Verification must be provided to confirm income and household size. Below is a listing of items accepted as verification documents. At least one item from each category is required.

INCOME

- W-2 withholding statements or signed income tax return from most recent year.
- IRS schedule C or Notarized Letter with Yearly income (if self-employed)
- Three most recent paycheck stubs with year-to-date totals, including tips.
- Current forms/letters from Medicaid, other state-funded medical assistance, or other government agency (Social Security, WIC, Social Services, Disability, VA, Child Support Award Letter)
- Employment Verification Form, or Letter from employer on company letterhead
- Texas Workforce Commission Documentation, or unemployment approval benefits letter
- Proof of catastrophic situations (death or disability in family, divorce, homelessness) or other documentation that shows that the patient would be unable to pay the medical bill and still pay for other basic necessary expenses.
- School schedules (proof of enrollment), for students with no income

No Handwritten Documents Accepted

FAMILY/HOUSEHOLD SIZE

- Rental & Lease Agreement listing people in household.
- Birth certificates of all dependent children
- Social Security Cards for all family members\dependent children
- Photo identification for family members
- Income tax return, listing dependents
- Letter from shelter
- Current forms/letters from Medicaid, other state-funded medical assistance, or other government agency (Social Security, WIC, Social Services, Disability, VA, Child Support Award Letter)
- Other legal/verifiable document

All New Patients:

- Identification (driver's license, current school ID, or passport)
- Insurance card (Medicaid\Chip, Medicare, and other insurance card(s))
- Hospital Discharge papers (newborn babies, emergency room summary)
- Immunization Records, Medication List

Foremost Family Health Centers

MLK Location: 2922-B MLK Jr. Blvd. Dallas, TX 75215

Balch Springs Location: 3515 Shephard Lane, Balch Springs, TX 75180

Phone: 214-426-3645

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