



400 East First Street • Morris, MN 56267 • 320-589-1313 • [www.scmcinc.org](http://www.scmcinc.org)

## STEVENS COMMUNITY CARE APPLICATION

Stevens Community Medical Center (SCMC) is dedicated to providing quality health care to our patients. We realize that payment of those services may be a financial hardship. Therefore, we are offering you the opportunity to apply for financial assistance through SCMC.

Attached you will find the application that will help us assess your financial situation. You must complete the application to receive any consideration for SCMC financial assistance program. If your financial situation meets SCMC guidelines, part or all of your account balance may be forgiven. A determination for SCMC Community Care eligibility will be made within 30 days of receiving a completed application including supporting documents. A letter will be sent to you with the results or to request additional documentation. If you qualify for a percentage discount, you will be responsible for the remainder of the balance and consistent monthly payments need to be made in order to prevent further collections efforts.

In order to process your application we require:

- 1. The enclosed application completed in its entirety**
- 2. Copy of last two pay stubs for any wage earner contributing to household income**
- 3. Copy of your most recent 1040 tax return. If your tax return is not available then we need one of the following:**
  - a. Social Security Awards letter**
  - b. Proof of non-filing from the IRS (call 800-829-1040 to obtain a copy)**
- 4. Please provide a copy of all health insurance information**

We realize that your income from previous tax records may not adequately reflect your current circumstances. If so, please attach a brief note that describes your current financial situation. Expense forms are routinely included to further reflect your circumstances.

Once we have reviewed your application, we will notify you of our decision in writing within 30 days of receipt. If you wish to discuss your account or if you have any questions, please contact Rolinda (SCMC Financial Counselor) at 320-208-7847 or the Patient Account Services at 320-589-7667. Stevens Community Medical Center Patient Account Services hours are Monday - Friday 7:30-4:30.