

**PRINCETON VIKING SCHOOL-BASED HEALTH CENTER
HOW TO APPLY FOR DISCOUNTED SERVICES**

You may qualify for reduced fees (discount) based on your household income and size. If you wish to apply the following information is needed.

HOUSEHOLD MEMBER INFORMATION (18 and older)

Information on each member of the household to include:

Name

Relationship

Date of Birth

Social Security Number

Annual Income and Source

PROOF OF INCOME

Proof of income is required to be eligible for discounted services. No discount will be given without proof of income. If you provide proof of income within 14 days of your child's visit, you will be eligible for the discount retroactively to the date of that visit. The documentation required by type of income is shown on the following table.

Type of Income	Documentation
Salary, Wages, Self-employment	Last year's tax return & W-2s; or last two paycheck stubs
Child Support/Alimony	Court documents
Military or Veterans' Benefits	Determination letter
Supplemental Security Income	Supplemental Security determination letter
Social Security Income	Social Security determination letter
Workers' Compensation or Disability Benefits	Disability determination letter
Unemployment Benefits	Unemployment determination letter
Other Income	Notarized letter stating income; letter from employer on company letterhead stating income; IRS form 4506T

Call The HealthCare Connection Finance Department line at (513) 483-3078 and leave a message that you would like to schedule an appointment for a service discount interview. Your call will be returned within one business day. Please bring all the income documentation paperwork with you to the interview.

If you have any questions call (513) 483-3078 and leave a message. Someone will get back to you within one business day.

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