**ITEMS NEEDED FOR APPOINTMENTS:**

**Every Appointment:**

* Photo ID with current address
	+ Or some document that has both name and current address on it, such as a bill etc
* All Insurance cards
* Income if it has changed within 6 months of the last time you provided the information

**Every 6 Months:**

* Proof Income - unless it has not changed.

\*If receiving Medical Case Management Services

reassessment & care plan

**Annually**

* All Consents
* All Releases