



SHIAWASSEE COUNTY COMMUNITY
Mental Health Authority

Documentation you MUST bring with you to your assessment

**If these items are not available, then your visit will be a crisis contact instead of an assessment. We will assist you with problem solving any barriers you may have in obtaining the documents below, so that services can be started.

Everyone must bring the following 3 items:

1. 2 forms of identification
 - For children under 18 bring any 2 of the following: Birth certificate, School I.D., Driver's License, or Social Security Card
2. Insurance Cards
 - Please bring in any insurance cards you may have (including Medicare and Medicaid)
3. Proof of Income
 - The most current STATE OF MICHIGAN tax return. Please note that we need the State of Michigan tax return, not the Federal.
 - If you do not file State Tax forms then we will need proof of any income that you may receive. For example, Proof of Social Security, DHS assistance, etc.
 - If your tax returns do not reflect your current situation, then you may bring in 4 most recent check stubs (only if your current tax forms do not reflect your current situation). You may contact Laura at 989-723-0732 if you need help determining what you need to bring.
4. Current list of medications

Only for adults with Guardians and/or Payees

- A copy of **Guardianship Papers**
- **Note:** Guardians must be present for the assessment appointment.
- If there is a Payee, please bring in Payee's name, address, and phone number.

Divorced parent or single parent with custody agreement

- **Custody Papers** or a copy of your **Divorce Decree** which indicates legal custody arrangements.
- **Note:** The legal parent **must** be present for the assessment appointment and primary residence must be in Shiawassee county.