



Klamath Tribal Health & Family Services  
Patient Registration Department  
PO Box 490  
Chiloquin, OR 97624  
(541) 882-1487  
1-800-552-6290

## **Application for Health Care Services**

Take the time to complete the attached application and forms and please remember to sign and date them.

This application can be returned in person to:

Wellness Center  
330 Chiloquin Blvd  
Chiloquin, Oregon 97624

Klamath Tribal Health & Family Services  
3949 S 6<sup>th</sup> Street  
Klamath Falls, Oregon 97603

You may also mail the application to:

Klamath Tribal Health  
Patient Registration Department  
PO Box 490  
Chiloquin, Oregon 97624

## **The following documents are required with your tribal health application:**

Copies of these documents are acceptable if you are mailing the application in.

- Tribal card or certification from a **Federally Recognized Tribe**
- Birth certificate/Photo Identification (e.g. State Issued Identification or Driver's License)
- Social security card
- Insurance cards (Private, Oregon Health Plan, Medicare)
- Proof of income if you do not have insurance

In addition to the above, if you are a Klamath Tribal member or child of a Klamath Tribal member living in Klamath County, we will also need a copy of the following:

- Current utility bill or rental receipt with rental contract showing residency

Normal processing time for applications received by the Patient Registration staff will be at least three business days. Expedited processing will be done in emergency situations only. After your application has been processed, you will receive a letter informing you if your application has been approved or denied for services.

## Alternate Resources

KTHFS and the Indian Health Service policies require you to apply for and use all available alternate resources you are eligible for. Alternate Resources are other sources of health care or health care payment such as the Oregon Health Plan (Medicaid), Medicare, Private Insurance, etc. Alternate Resources pay for and can be a source of health care services that KTHFS is unable to provide. The use of Alternate Resources is to your advantage and enables KTHFS to provide more health care services to our patients. All patients eligible for the Oregon Health Plan or Medicare Savings Programs/Limited Income Subsidies (LIS) are required to apply. Assistance with these applications is available from the Patient Benefits Staff.

### Oregon Health Plan (OHP)

The following documents are required when applying for the Oregon Health Plan:

- ❑ Proof of Oregon residency
- ❑ Social security cards of all household members listed on the application
- ❑ Income verification for the current month
- ❑ Insurance card if any
- ❑ Proof of pregnancy if applicable
- ❑ Student aid report if a student

### Medicare Savings Program (MSP)

This is a state program that helps to pay for Medicare Part B premiums. The Patient Benefits staff can give you information on the program guidelines, but you will need to contact the local SPD office to apply.

### Limited Income Subsidy (LIS)

This is a federal program that provides subsidies for Limited Income clients to help pay for Medicare D (prescription) premiums. The Patient Benefits staff can assist you with an application online for this program.

### Patient Benefits Staff

Patient Benefits staff are available to help you at both the Wellness Center in Chiloquin and the Klamath Tribal Health Office in Klamath Falls.

Contact – (541) 882-1487 - Ext 333 for Chiloquin  
Ext 227 for Klamath Falls