

Johnson County Mental Health Center

When you arrive at Johnson County Mental Health Center, you will meet with an Intake Coordinator to determine if you are eligible for reduced fees. You will meet with a therapist following your appointment with the Intake Coordinator.

Please bring one of each of the following acceptable proofs of ID/Residency/Income for the meeting with the Intake Coordinator:

1. Copy of Picture ID-Examples

- State ID, or Drivers License
- No picture ID? Any photo ID you might have, example would be an employee ID
- If applicable, child's current school photo ID, if not available, parent's will suffice

2. Proof of Residency-Examples

- Valid driver's license/Kansas ID showing a Johnson County address
- Current rent or lease agreement
- Valid vehicle registration showing Johnson County address
- Pay stub showing Johnson County address
- Signed letter on agency letterhead from a criminal justice staff person or similar professional
- Statement from family member, including address, upon which the client is dependent upon for food and shelter
- Most recent personal property tax statement showing a Johnson County address (residence)
- Exception: Homeless client. Determined case by case by a member of Access Team or caseworker

3. Proof of Income for Fee Scale Clients Only-Examples

- Recent pay stubs
- Most recent income tax return
- Letter from employer or from payer
- Letter of unemployment benefits
- Recent bank statement
- Annual benefits letter
- Statement from a family member or third party verification, including address, upon which the client is dependent on for food and shelter
- Signed letter on agency letterhead from a criminal justice staff person or probation officer, social services staff person, or similar professional
- State of Kansas Benefit Card for the Food Assistance Program

4. For children's program, these additional documents are necessary

- Child's Social Security card or a copy
- Child's Birth Certificate or a copy
- A third form of identification for the child, i.e. immunization record, or items in section 1 above.
- Child's income, i.e. child support, social security, or job income

If a client is unable to provide proof of income or residency at time of intake, the client has 30 days from date of intake to provide acceptable proof to become eligible for a retroactive reduced ability fee to date of intake. The client is at full fee until acceptable proof is provided.