New Patient Checklist

Anyone Can Be a Patient at HealthWorks!

Everyone is welcome at HealthWorks – we see patients of all ages, including newborns. We accept insurance, but insurance is not required. We see persons of all income levels, including persons who have no income. And… you can live anywhere – you do not need to live in Loudoun or Fairfax counties.

To enroll as a patient, you will need to provide the following:

- Driver's License, Passport or another form of ID with a photograph
- Insurance Card(s) [If you have insurance – this would include Medicaid, Medicare and TRICARE] *If you do not have any insurance, that is fine.*

HealthWorks offers a Sliding Fee Discount Program for enrolled patients who meet income requirements.

To apply for our Sliding Fee Discount Program, proof of income is requested.
Persons who have no income may also apply.

To enroll in the Sliding Fee Discount Program, you will need to provide the following:

- **Proof of address:** Any piece of mail showing your current address.
- **Proof of income:** If you have income, please provide the following items (if available) to help us determine your discount:

1. **Two** most recent paystubs for all persons currently working under the same household
2. Most recent tax return
3. **Two** most recent bank statements (checking or saving accounts)
4. Letter of certification from any government assistance that you or anyone in your household are receiving (SNAP, Social Security, disability, TANF or public assistance)

If you received the application from one of our offices, please request a Front Desk Specialist to speak with a Registration Assistance Coordinator on site.

If you received the application package from our website (www.hwnova.org), please call (703) 443-2000 to schedule an appointment or all walk-ins are welcome and request to speak with a Registration Assistance Coordinator.

- **Leesburg Center: 163 Fort Evans Rd NE, Leesburg, VA 20176**
- **Herndon Center: 1141 Elden Street, 3rd Floor, Herndon, VA 20170**
- **Reston Center: 11484 Washington Plaza W, Ste 300, Reston, VA 20190**
- **Sully Center: 13800 Wall Road, Ste 055, Herndon,VA 20171**
- **Sterling Center: 21641 Ridgetop Circle, Ste 107, Sterling, VA 20166**

~ Thank You for Choosing HealthWorks for Northern Virginia ~