

# WELCOME TO CLOVER FORK CLINIC



Clover Fork Clinic is a patient-centered, family-focused, federally qualified health center look-alike dedicated to the health and wellness of the patients and communities we serve.

## OUR LOCATIONS

**\*\*Walk-ins Accepted\*\***

Clover Fork Clinic of Evarts, KY  
101 Chad Street – P.O. Box 39  
Evarts, KY 40828  
Phone: (606) 837-2108  
Fax: (606) 837-2111

### Hours

M-F: 8:00 am – 4:30 pm Front Desk Closes

Clover Fork Clinic of Harlan, KY  
209 East Mound Street  
Harlan, KY 40831  
Phone: (606) 573-1975  
Fax: (606) 837-2111

### Hours

Monday: 8:30 am – 7:00 pm  
Tuesday – Friday 8:30 am – 5:00 pm

### Pharmacy - Evarts

M, W, T, F: 9:00 am – 5:30 pm  
Tues. 10:00 am – 5:30 pm

### Dental - Evarts

M-F: 8:00 am – 4:30 pm

## Be Prepared for your Visit

- ✓ Current Insurance Card    ✓ Photo ID    ✓ Bring ALL of the medications you are currently taking
- ✓ \*Payment – We accept cash, check, and credit/debit\*    ✓ Up-to-date blood pressure or glucose readings
- ✓ Verify your name, address, phone number(s), Insurance carrier(s) and preferred pharmacy
- ✓ Any changes such as marital status, employer, or authorized and/or emergency contacts

**\*\*See our Financial Policy on the back side of this letter. It also contains our sliding fee discounts.\*\***

**AFTER HOURS:** Clover Fork Clinic's afterhours nurse line provides access to the clinics Registered Nurse 24 hours, 7 days a week. The nurse can be contacted after hours at (606) 505-0462.

**WEB ACCESS:** The Clover Fork Clinic will make web access available to all patients. Our electronic communication portal allows patients to access and manage their medical record, request appointments, address billing issues, order refills, and communicate securely with their provider. Please see our receptionist to sign up.

**Please see reception if you need a wheelchair or other assistance with a disability.**

**Qualified sign language interpreters are available upon request.**

The Clover Fork Outpatient Medical Project, Inc. complies with applicable Federal Civil Rights Laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. The Clover Fork Outpatient Medical Project, Inc. does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.



## **Financial Policy**

We are committed to providing you with the best possible medical care. If you have special needs; we are here to work with you. The following information is provided to avoid any misunderstanding or disagreement concerning your payment for professional services.

1. Our office accepts most insurance plans (Medicare, Medicaid, and commercial insurance). It is your responsibility to:
  - a. Bring your insurance card at every visit.
  - b. Be prepared to pay your copayment or minimal fee. Payment can be made by cash, check, or credit card.
  - c. You will be billed for medical care not covered under your insurance company.
2. If you have insurance in which we do not participate, our office is happy to file the claim upon request; however, you are expected to pay the minimal payment.
3. If you are unable to pay for necessary medical care, you may be eligible for financial assistance and receive a discount based on your household income and family size. It is the patient's responsibility to bring all required documentation before we can process a sliding fee application. Proper proof of income is the most current tax return, the two most recent pay stubs, most recent statement from social services, or a letter from the caregiver with explicit amounts of money that are given on a monthly basis. Sliding scale discounts will be based on the most recent Federal Poverty Index (FPI) guidelines. Patients lacking proper proof of income at the time of their visit must provide this documentation within two weeks. The parent, guardian of a minor is responsible for the minimal payment, if any, at the time of service.
4. If you have questions about your insurance or would like to set up a payment plan, we are happy to help.