

Service at St. Vincent de Paul Pharmacy (SVdP)

St. Vincent de Paul Pharmacy provides prescription medication at no cost to residents of North Texas who do not have health insurance and who cannot afford to purchase them at a retail pharmacy. If you need medication and you (1) reside in the state of Texas, (2) do not have health insurance coverage of any kind, and (3) have a certain level of income**, we are here to help.

Applying for Service

Each patient of SVdP Pharmacy must apply for service and show that you meet the above criteria.

PLEASE read each page of the intake form carefully and complete each form as completely as possible. If you have questions, call the pharmacy, or come by and we can help you!

Below are a list of documents you must provide to apply, along with special notes about the application form.

1. Valid Prescription

If you have a paper copy of a prescription from a doctor, bring it with you to the pharmacy. If your prescription(s) are on file with another pharmacy, you must bring the name, address and phone number of your pharmacy with you, and we will have your prescription transferred electronically.

2. Proof of Residence

To prove your residence in the state of Texas, you may bring a government issued photo ID **or one (1) of the following**:

- A lease or mortgage agreement, utility bill or other piece of recent mail showing your name and current address,
- Treatment program identification, as verified by your case manager (or a letter from your case manager),
- If you cannot verify your place of residence, complete the **Homeless Shelter Referral Letter** on page 7.

3. Income Verification**

Staff at the pharmacy will help you determine whether your total annual income qualifies you for service. The type of income you receive determines which types of documentation you must submit with your application.

If you have employment income from a place of work, bring:

- Last year's tax return, and two (2) most recent pay checks or paystubs.
- If you cannot provide recent pay stubs, bring a letter from your employer, detailing the number of hours you work each pay period and the amount you make per hour.

If you do not work, but receive income from other sources, bring:

- Letters or statements which show that you receive payments from sources such as Social Security, Child Support, Food stamps, retirement or disability.
- The **Monthly Income and Expense Detail** form on page 4 shows all the types of income recognized by SVdP Pharmacy, which must be documented in your application.

If you have no income from a job or any other source, please complete:

- **Acknowledgement of Support for Monthly Expenses** form on page 5 to show how you cover living expenses.

If you have no income or you are unsure how to verify your income, please call the pharmacy at (469) 232-9902.

Please bring your documents and completed intake application form with you to SVdP pharmacy. IF you are unable to submit your application in person, please call the pharmacy to make other arrangements.