

New Client Questionnaire

Personal Information						
Full Name - required			SSN - re	equired -	-	
Mother's full maiden name - required			DOB - re	equired /	/	
Father's full name - required			City and	state of birth - rec	quired	
Current Address - required	Apt/Unit #	City			State	Zip
Phone number () -		Email address				
How do you prefer we contact you?			Email	Other		
Justi	fication for Re	epresenta	ative Pa	yee		
Why do you need a representative Payee? - required Under 18 Other, please explain: If referred by someone, include their info below *						
☐ Dementia *						
Developmental disability * Court Order (provide case #)						
☐ Court Order (provide case #) * If Dementia, Developmental Disability or other referral, please provide additional contact information:						
Physician or Referrer's name - required for medical justification Name of clinic, hospital, or practice						
Address	Suite / floor	City			State	Zip
Phone number () -		Fax number	() -		
Living and Care Arrangements						
What are your current living Arrangements? - required Alone - In your own home? Yes No						
☐ With someone else * - With a relative? ☐ Yes ☐ No						
☐ Care facility - ○ Foster Home ○ Public Institution ○ Private Institution ○ Nursing Home						
* If living with someone else, who are t	hey?					
Name	Relation	Name			Rela	ation
Do you expect your living arrangements to change soon? No Yes, please explain						
Is someone responsible for your care?			☐ No	☐ Yes, ple	ase list th	em below
Name	Relation	Phone number	() -		
Do you have any family interested in you	ur well being?		☐ No	☐ Yes, ple	ase list th	em below
Name	Relation	Phone number	() -		
Name	Relation	Phone number	() -		
Do you have a medicare/medicaid case	manager?		☐ No	☐ Medicar	e 🗌 M	edicaid
Name		Phone number	() -		
Do you receive income from multiple sources? No Yes, please explain:						