

WABASHA COUNTY SOCIAL SERVICES

411 HIAWATHA DRIVE EAST

WABASHA, MN 55981

Phone: (651) 565-4133 (Health Care Team) or (651) 565-8208 (Cash/Food Team)

Toll Free: (888) 315-8815 Fax: (651) 565-3084

Collect Calls Accepted

For more information, please visit our website at www.co.wabasha.mn.us.

Reception Desk Hours Monday through Friday: 8:00 a.m. to 4:00 p.m.

You will be screened to determine appropriate programs. You will then be provided an appointment, a telephone or another interview type for the intake process.

THIS IS A LETTER TO TELL YOU HOW TO APPLY FOR HELP

You may be required to have an interview to find out if you can get help (*please see interview options on the next page*). You can call the number(s) listed above to make an appointment to see an Eligibility Worker in our office, to request a telephone interview, or arrange for an interview at a convenient location. For some cash programs you may also request a Skype interview or an interview at a location mutually agreed upon. To receive an application, you may request one be mailed, faxed or e-mailed to you. You can also access an electronic version of the application on our county webpage at www.co.wabasha.mn.us. Applications are also available in our office for you to pick up. ***You may also wish to apply online at applymn.dhs.mn.gov.***

NOTE: DON'T DELAY: The day that you (or your authorized representative) turn in the FIRST PAGE of the application can make a difference in the amount of help you may receive, even if your interview is scheduled for a later date. The day you return the FIRST PAGE is the first day that you may get help. You may return the FIRST PAGE in person, by mail, by fax, by e-mail or (if after hours) by placing it in the agency drop box located at the front door of the building at the address listed above. When we receive your application, you will be notified of your scheduled appointment by written letter. Please read and keep the last page of the application so you know your Rights and Responsibilities. If you have questions about completing these forms, you may call the Agency for help.

REQUESTING AN IN-OFFICE INTERVIEW OR INTERVIEW A CONVENIENT LOCATION

If you are applying for some cash programs and/or SNAP (food), you may request an in-office interview with a worker. If you have only provided the first page of the application form, you will need to bring the remaining pages with you to your interview. You may also request an interview at a location that is convenient for you. Contact us for more information about this option.



Our mission is to provide financial benefits and community supported social services for eligible people to promote their safety, dignity and independence.

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REQUESTING A TELEPHONE INTERVIEW

If you are applying for some cash programs and/or SNAP (food), you may request a telephone interview with a worker. However, **A TELEPHONE INTERVIEW CANNOT BE SCHEDULED FOR YOU UNTIL A SIGNED APPLICATION WITH A NAME AND ADDRESS IS RECEIVED AT OUR OFFICE AND YOU HAVE PROVIDED THE REMAINING PAGES OF THE APPLICATION FORM IF YOU ONLY PROVIDED THE FIRST PAGE AS NOTED ABOVE.** .



ADDITIONAL OPTIONS FOR INTERVIEWS FOR FAMILIES WITH CHILDREN

If you are family with children and applying or recertifying for a cash program, you may also qualify to have your interview at a mutually agreed upon location, or through an internet interview. Wabasha County uses Skype for internet interviews. Also, if you have been on MFIP in the last 12 months, you may qualify for a phone interview for your initial application. However, **A TELEPHONE OR SKYPE INTERVIEW CANNOT BE SCHEDULED FOR YOU UNTIL A COMPLETED, SIGNED AND DATED APPLICATION IS RECEIVED AT OUR OFFICE.** The same requirements apply as under "Requesting a Telephone Interview" above.

HEALTH CARE ONLY APPLICATIONS

You do not need an interview to apply for Health Care benefits. To apply for Health Care you can apply online at www.mnsure.org or complete the DHS-6696 "*MNSure Application for Health Coverage and Help Paying Costs*" form and mail it, fax it, e-mail it or drop it off at our office. To request a paper application, please contact our office.



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