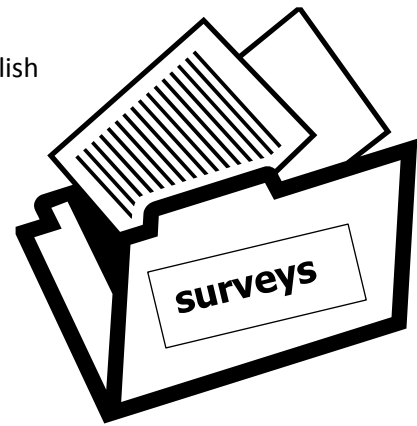




Evaluating Your Insurance Survey Results

STEP 1. Be inclusive. Prepare your clinic survey in both English and Spanish and other dominant languages used in your community. (Refer to job aid "[Sample Clinic Insurance Survey](#).")

STEP 2. Hand out surveys to all clinic clients for a 30-day period. Make sure you encourage them to fill out the information, and reassure them that the information will not affect their services or fees.



Step 3. At end of 30 days, sort surveys by the patients' insurance payer. Count how many are represented for each payer. The insurance payer with the *most* responses should be your priority for initiating a new private insurance contract.