



Submitting Your Health Insurance Information

You should provide MercyCare Health at Mount Mercy with your insurance information before your appointment, so the information is in the system when you need it.

To submit your health insurance information, please provide the following:

1. A copy of your insurance card (front and back)
2. A copy of your prescription insurance card (front and back) if you have separate prescription insurance
3. A completed copy of our insurance form including the policy holder's full date of birth
4. If you are 18 or older make sure you sign this form yourself

You may **submit the insurance information** in one of three ways:

1. ONLINE Submission through MyChart
2. Drop off to MercyCare Health located at Mount Mercy's University Center.
3. Mail to 701 10th Street SE, Mercy Medical Center, Cedar Rapids, Iowa 52403, ATTN: Insurance Information Central Scheduling MercyCare Health at Mount Mercy.

Please DO NOT send any immunization information to these addresses, as it WILL NOT be processed. Immunization submissions must be done through the appropriate process.