



TOP 10 THINGS YOU CAN DO TO HELP GET YOUR SOCIAL SECURITY CLAIM APPROVED!

- 1** **WHEN CALLING OUR OFFICE TO GIVE DOCTOR APPOINTMENT UPDATES**, please have the correct spelling of the doctor's name and their phone number.
- 2** **REMEMBER: DO NOT** speak with Social Security or Disability Determination Section. If they attempt to contact you, please inform them that you are being represented by our office and that they will need to contact us with questions regarding your claim. **DO: CALL OUR OFFICE** and let us know if and when Social Security or DDS does attempt to contact you and/or sends you any letters/forms requesting information.
- 3** **CALL OUR OFFICE ANY TIME YOU RECEIVE A DENIAL LETTER.**
- 4** **IT'S VERY IMPORTANT** that you try your best to keep any appointments that SSA or DDS schedules for you.
- 5** **NOTIFY US OF ANY CHANGES** in address or telephone number where we can leave you a message.
- 6** **DO:** Seek medical/mental treatment consistently. Share your complaints with your doctors or treatment facilities on a regular basis and be sure to address all major and minor issues with them so that your conditions are documented properly.
- 7** **DOCUMENT, DOCUMENT, DOCUMENT:** Keep a calendar or journal of symptoms you experience. Document migraines, seizures, panic attacks, etc.
- 8** **DON'T:** Be ashamed, embarrassed or lie about your conditions to either your providers, doctors, treatment facilities or us. Understand that we are on your side and here to get you approved for your benefits.
- 9** **NOTIFY OUR OFFICE** of any hospitalizations, radiology (CT, MRI, EKG, EEG, etc.), and provide the names of any new providers, treatment facilities or doctors who see or treat you regarding your disabilities.
- 10** **NOTIFY US IMMEDIATELY** with any new, serious conditions such as but not limited to: organ failure, heart attack, stroke, cancer, etc.