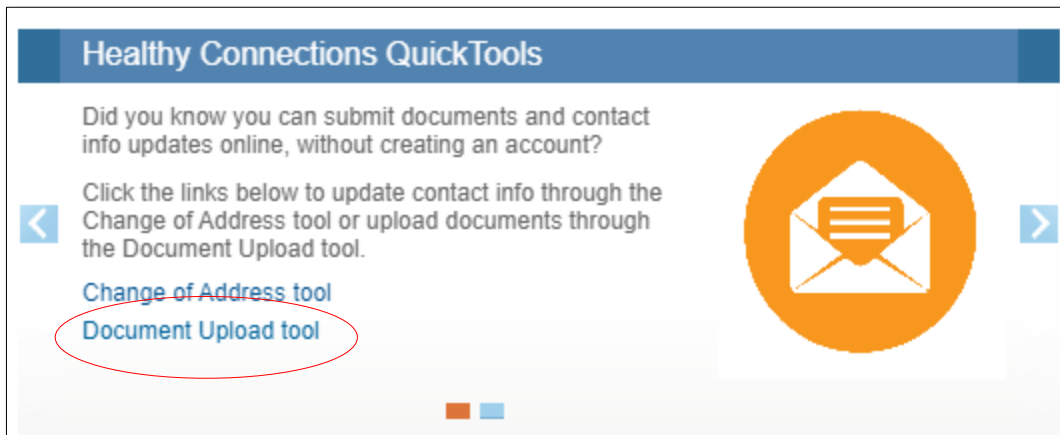The South Carolina Department of Health and Human Services (SCDHHS) Document Upload tool is an online resource to help you provide requested info, report a change in income, return an annual review or submit other documents. SCDHHS will use the info you give to match your uploaded documents with your Medicaid case or application, if you have one. We will also use contact info you provide to reach out to you if we have any questions about the documents.

You can submit your documents in four easy steps:

STEP ONE
Visit apply.scdhhs.gov and select "Document Upload tool."

STEP TWO
Enter your contact info. Questions marked with a red asterisk (*) are required. When you have entered your info, click the "Next" button.

STEP THREE

Enter info to help us find your Medicaid case or pending application. Click the "Next" button.

Required CAPTCHA

Enter the characters exactly as they appear

STEP FOUR

To upload your document, choose the type of document you are providing (if you are unsure, select "Other Document") and click the "Open" button. Find and select the file on your computer. Click "Upload." You will receive a confirmation number once your upload is complete. This will let you know your documents were received. You may upload up to five documents. If you have additional documents, you will need to complete steps one through four again for the extra files. Each document must be less than 5 MB.