



NEW PATIENT APPOINTMENT INFORMATION

Please remember to bring your ID with you to your appointment as well as any recent labs. Note that when we schedule a new patient appointment we set aside a specific time to see you. If for any reason you need to change your appointment, we ask you to give us at least a 48 business hour notice. If you miss or cancel your new patient appointment (with less than the 48 hour notice) and there is not a verifiable emergency, you will not be allowed to reschedule your appointment and you will be charged full rate for the visit. If a \$100 deposit was required at the time you scheduled your appointment, you must provide at least a 48 business hour notice when cancelling your appointment in order to receive your deposit back.

INSURANCE

If we are utilizing your insurance and submitting a claim for services, and the claim denies for any reason, you are financially responsible for the services provided.

LEGAL FEES

If your healthcare provider is required to address legal issues for you, the following rates apply: Phone calls to attorneys, letters and forms: \$95 per 15 minutes block, minimum of 15 minutes. Depositions: \$600 per hour. Court Appearances: \$800 per hour. All per hour charges we require 2 hours up front when scheduling.

PRIVACY PRACTICES

I have received a printed copy of the notice of privacy practices from the office of Dr. Jennifer Morris, MD; Rachael Tromley, APRN, CNS; Lyndsey Jones, APRN, CNP.

OFFICE PROCEDURES

I have received a printed copy of the office procedures from the office of Dr. Jennifer Morris, MD; Rachael Tromley, APRN, CNS; Lyndsey Jones, APRN, CNP.

Name (please print): _____

Signature: _____

Date: _____