

# **KERRVILLE** **CANCER** **CENTER**

*"Hope and Compassion since 1989"*

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## **TO OUR NEW PATIENTS:**

Enclosed you will find all of the new admission paperwork needed for your chart. We understand it seems like a lot of paperwork but we really do need all of this information in order to take excellent care of you. Everyone's time is very precious to them. We want to make sure that we are conscious of your time and other patient's time, so please make sure to help us keep our schedule as close to on time as possible by filling out all paperwork as completely as possible before arriving for your appointment. If you have unfinished paperwork, please arrive 30 minutes early to your appointment. That way we can assist you and hopefully still keep your appointment time on track. You may also call us to ask for help in answering questions on the forms prior to your appointment day.

Please fill out the admission page completely, leaving no blanks, and if nothing applies please put N/A. Regarding insurance, please indicate the primary and secondary insurances. If there is a tertiary insurance, please list that information below the box. Please fill in **ONLY** the highlighted areas on all other forms.

The new HIPAA form is attached. HIPPA is the law that relates to the privacy of your health care information. We encourage you to read all seven (7) pages and sign the last page. The duplicate of the last page is for your records. If you have particular people you wish to know about your healthcare or people you absolutely do not wish to know about your healthcare information, please let us know on that form.

Please bring a list of all the medications you are taking with the dosages and frequency taken (number of times per day etc...) for both prescription and OTC (over the counter - like vitamins or aspirin, etc...) medications. Please also bring a picture ID and your Medicare/Medicaid or private insurance cards.

We are located on the corner of Sidney Baker and Water St., in the parking garage on the ground floor. After you enter the garage from Clay St., immediately turn left. We are on the ground floor at the end of the corridor on the left.

Please call with any questions or concerns you may have. We are here to help!

Thank you,