

## New Patient Referral Form

### Patient Demographics:

Legal Name (First, Middle, Last, Suffix): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Mobile phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Primary Email: \_\_\_\_\_

### Primary Insurance:

Company Name: \_\_\_\_\_

Member ID #: \_\_\_\_\_ Group #: \_\_\_\_\_

Address (may be PO Box): \_\_\_\_\_

Policy Holder Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

### Referring Provider:

Name of Facility: \_\_\_\_\_

Name of Provider: \_\_\_\_\_ Phone: \_\_\_\_\_

Please list or send documentation of reason for referral, diagnosis, current AND historical medications, other relevant information: \_\_\_\_\_

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- ✓ Please attach any relevant records, progress notes, lab results, testing that you deem will be helpful in assessing the patient's needs.
- ✓ Please advise the patient that they will be charged \$100.00 Appointment hold fee that will be applied to their future co-pays, deductibles, or co-insurance until the holding fee is fully allocated.
- ✓ Please advise the patient that there is a \$100 No Show/Late Cancellation fee for new patients and a \$50 No Show/ Late Cancellation fee for established patients.