

VILLAGE INTERNAL MEDICINE

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DEAR PATIENTS,

You are being asked to complete the following due to the new rules and regulations recently created by our government regarding electronic health records and the reporting we have to complete. We ask for your patience in completing our new patient information forms so we may update all our patients' records.

For those new patients we are glad you have chosen Village Internal Medicine and ask that you please attach a copy of your photo id and current insurance cards to the documentation when submitting them to our office. This will help us when adding you in our system and will make the transition into our system faster. Please ensure that you sign and date all forms.

The following forms must be completed to be considered a completed new patient packet:

Demographics page w/ copy of current insurance card

Patient consent to the use and disclosure of Health Information

Financial Policy and Assignment of Benefits

Prescription Refill Policy

**Perscription List
(must list all medication you are currently taking)**

Release/Request for Medical Records

**Thank you for choosing Village Internal Medicine and we look forward to seeing you!
The Physicians and Staff of Village Internal Medicine**

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