

Gilbert Medical Group

Office Policies

INITIALS



- _____ Office policy: EVERY patient must have vitals for EVERY visit (This DOES include being weighed-NO EXCEPTIONS)
- _____ I understand that if do not show up for my scheduled visit, the office reserves the right to charge a \$50.00 "No-Show" fee which will be noted on my account and payable prior to the next visit. You will not be charged if a 24-hour notice is given. If there are more than 3 No-Shows, Gilbert Medical Group reserves the right to terminate patient treatment.
- _____ WE DO NOT RESPOND TO PRESCRIPTION REFILL REQUEST FROM THE PHARMACY. If you need a refill YOU must either contact the office or log in to the patient portal and request the refill.
- _____ Texting to the doctor's cell phone: **Please do not text.** This is an insecure and unreliable method of communication. Communication may be through the patient portal or the Healow smart phone app. However, cell phone CALLS are an appropriate method of communication after hours.
- _____ I understand that this office is not designated to prescribing **controlled substances** as under Florida Statute 456.44.
- If we must contact you, may we leave a detailed message on your voice mail?
PLEASE CIRCLE: YES / NO Phone Number: _____
- May we discuss your medical information with other family members?
PLEASE CIRCLE: YES / NO Discuss with: _____
- _____ Gilbert Medical Group will obtain your external medication history from a database through our electronic medical record. This may help us to accurately prescribe the correct medication at your visit.
- _____ Females under age 50: When pregnant, all primary care medical problems, including acute illnesses are to be treated by your obstetrician during pregnancy.

Patient Name (Printed)

Patient Signature

Date