

OHIO KIDNEY CONSULTANTS

614-538-2250

614-538-2256 Fax

www.ohiokidneyconsultants.com

Information for our new patients: You have been scheduled for a new patient appointment with Ohio Kidney Consultants for an evaluation. This packet will help you prepare for your visit.

Enclosed please find:

- ❖ Appointment letter
- ❖ New Patient Information Forms
- ❖ Directions to our office

Before your appointment:

- ❖ If your insurance requires a specific referral form for you to see a specialist, please arrange for that to be sent by your family doctor prior to the appointment.
- ❖ Please plan to arrive 15-20 minutes prior to your appointment to complete other paperwork.
- ❖ A nurse will ask you for a urine sample at the beginning of your appointment.
- ❖ Our office will call you **1 week** prior to the appointment as a reminder. If we are unable to reach you in person to confirm your appointment, we will leave you a voice mail message at all available telephone numbers we have listed for you. **All patients MUST confirm their intent to keep their scheduled appointment no later than three (3) business days prior to the date of their appointment.** We have established a dedicated phone number and voice mail to make this as quick and easy as possible for you. That number is (614)-255-6868. All appointments that remain unconfirmed 72 hours prior to the appointment will be cancelled, so that the appointment slot may be offered to patients on our waiting list. If we must cancel your appointment due to lack of confirmation, we will notify you of your cancelled appointment by voice mail message at your primary phone number.

When you come for your appointment, please bring:

- ❖ Completed New Patient Information Forms: (Demographic Form, Health Questionnaire, Financial Policy Signature Page, Privacy Notice Signature Page, Demographic Addendum)
- ❖ Insurance card(s)
- ❖ Insurance Co-Pay
- ❖ Medication Bottles (we will accept an up-to-date list if bottles are not available)
- ❖ Your photo ID (this is required for your appointment)

Failure to bring any of the listed items above, or confirming your appointment will result in rescheduling your appointment.

Please feel free to call if you have questions or concerns prior to your appointment. We look forward to meeting you.