



NEW PATIENT SCHEDULING PROTOCOL

PLEASE FOLLOW ALL INSTRUCTIONS BELOW!

WE MUST HAVE ALL OF THE FOLLOWING BEFORE ANY APPOINTMENT CAN BE SCHEDULED. NO EXCEPTIONS. No referral required.

Visit our website at www.mvpctr.com. In the top right corner of the home page, you will see a tab for **OFFICE FORMS**. You must fill out all the forms listed below:

- 1. Patient Registration form**
- 2. New Patient Checklist**
- 3. Patient Medical History**
- 4. Patient Contact Form**
- 5. Consent for Treatment**

***ALL FORMS CAN BE FILLED OUT AND SUBMITTED ONLINE. PRINTING FORMS IS NOT REQUIRED.**

Once you have filled out all forms above, we need to get a full copy of your medical record. This includes:

- Office visit notes from physicians who have treated you for your current symptoms.
- Any notes from referring physician

We need test results for any of the following tests/procedures:

- Echo
- Nuclear stress test/GXT
- Tilt Table
- Holter Monitor
- EKG

Once all forms, referring physician office notes and relevant test results have been received by our office, Dr. Moore will review your record. Once reviewed, you will be contacted by our office to schedule an appointment.

**EFFECTIVE DECEMBER 14th, WE WILL NO
LONGER BE IN-NETWORK PROVIDERS FOR:**

UNITED HEALTHCARE

CIGNA

HUMANA

This change **will affect Medicare replacement plans** underwritten by these Insurance companies **and the smaller plans who use their network.**

We will continue to file insurance claims on your behalf; however, **your out-of-pocket costs may change** depending on the benefits and coverage provided by your specific insurance plan at the time of the visit.

Your insurance plan will determine patient responsibility, but you will be responsible for any amounts not covered by your insurance.