



Welcome to TLC Pediatrics. We are glad that you have chosen us to provide your child's primary care, and we are looking forward to working with your family.

Enclosed you will find our new patient information. Please complete and submit each of the following documents to our front office staff prior to or at the time of your first visit.

Depending on the age of your child or nature of the visit there may be additional forms that will need to be completed once you arrive.

- * Patient Registration Form: This form provides your address and phone number, emergency contacts, and insurance information. *Children are individuals which is why we ask each child to have their own completed registration form.*
- * Financial Policy
- * Consent to Treat of a Minor
- * HIPAA Acknowledgement
- * Individuals Authorized to Consent to Treat: Complete and submit if you anticipate that your child will be accompanied to his or her appointments by someone other than a parent or legal guardian.
- * Release of Records: It is important that we obtain copies of your child's previous medical records (if applicable) from those who have treated your child in the past. *Please complete a separate release form for each doctor your child has seen.*
- * Portal Consent / Opt-Out Form **(to be given at office visit)**: Complete and submit if you would like to utilize the portal as a form of communication from our practice (*limitations apply*). You may also refuse this option however we need a signed opt-out on file

It is also important that you contact your insurance company and list TLC Pediatrics as your Primary Care Physician (if applicable). Please be sure to bring your insurance card(s) and required co-payment (if any) to your scheduled appointment.

Once again, welcome to TLC Pediatrics.

Should you have any questions, please do not hesitate to contact us at 480-940-8527