

Gateway Medical Group of San Diego, Inc
610 Euclid Avenue Suite 302 National City, CA 91950
Phone: (619) 527-7700 Fax: (619) 527-3226
752 Medical Center Court Suite 210 Chula Vista, CA 91911
Phone: (619) 656-0206 Fax: (619) 656-8936

I hereby acknowledge that Gateway Medical Group of San Diego, Inc. have given me a copy and provided me with an explanation of his/her/its Patient Privacy policies in compliance with the HIPAA Patient Privacy Act.

I understand my rights regarding the handling of my protected Personal Health Information as a patient of Gateway Medical Group of San Diego, Inc.

Gateway Medical Group of San Diego, Inc. is participating in San Diego Health Connect to better coordinate our patient's healthcare through the sharing of clinical information.

By default, all records of Gateway Medical Group of San Diego, Inc. are included in San Diego Health Connect. If you do not want your information shared, please check the box below:

No

Patient's Signature: _____ Date _____

Name:

DOB:

MRN:

Address:

If not signed by the patient, please indicate your relationship to the patient:

- Parent or guardian of minor patient
- Guardian or conservator of an incompetent patient
- Beneficiary or personal representative of deceased patient

For Office Use Only:

- Signed form received by: _____
- Acknowledgement refused:

Efforts to obtain: _____

Reasons for refusal: _____

Broken Appointment Policies

No Call, No Show

When a scheduled appointment is missed by the patient, valuable physician time is wasted. Your missed appointment could have been utilized by another patient who might have not been able to be scheduled. To help reduce the number of missed appointments, we are establishing new no call, no show policies.

In the event that you are unable to keep your scheduled appointment with us, please call 24 hours in advance to cancel or set a new appointment time.

Our office is here to assist you in your appointment needs. We are open Monday-Friday from 8:00am – 5:00pm. You can reach us at the following numbers:

San Diego Office: 619-527-7700
Chula Vista Office: 619-656-0206

If an appointment is missed due to a no call, no show you will be charged a fee of \$25.00 on your next visit. The patient is responsible for the payment and must be paid in full.

Late more than 15 minutes

It is extremely important that all patients honor their scheduled appointment times. Failure to do so, deprives our other patients from receiving needed care in a timely fashion. Those who fail to keep their scheduled appointments should not penalize the doctor, our staff, and mainly our other patients.

Our policy stipulates that failure to arrive on time for your scheduled appointment will result in us rescheduling your appointment for a later time or day. This is in accordance with our office's broken appointment policy for all of our patients.

This policy will apply to patients who are late 15 minutes or more for their scheduled appointment time. These policies are in place to help us run a productive establishment. Should you have any questions, please contact our Office Manager.

Thank you.

Patient, Parent, Guardian Printed Name:

Patient, Parent, Guardian Signature:

Date:
