



Electronic Patient Registration Form Process

Utilize the following instructions to complete your registration forms prior to your visit

STEP 1: Click [1- Reason for Visit](#)

STEP 2: Complete all blank sections of the Reason for Visit form. Once finished, click Submit at the bottom of the form. When you click Submit, the form is sent to our practice.

STEP 3: Click [2- Patient History](#)

STEP 4: A new browser window will open on your screen. Complete all sections of the form and click Submit at the end of the form. When you click Submit, the form is sent to our practice. When finished, close the browser window to return to the forms webpage.

STEP 5: Click [3- Patient Demographics](#)

STEP 6: Complete all blank sections of the Patient Demographics form. Once finished, click Submit at the bottom of the form. When you click Submit, the form is sent to our practice.

STEP 7: Click [4- Review of Systems](#)

STEP 8: A new browser window will open on your screen. Complete all sections of the form and click Submit at the end of the form. When you click Submit, the form is sent to our practice. When finished, close the browser window to return to the forms webpage.

STEP 9: Click [5- Communication Directive](#)

STEP 10: Complete all blank sections of the Communication Directive form. Once finished, click Submit at the bottom of the form. When you click Submit, the form is sent to our practice.

STEP 11: [6- HIPAA Notice of Privacy Practices](#)

STEP 12: Open the file to view the PDF in a new window. Please read the entire document and close the new window when finished.

STEP 13: Click [7- Financial Policy](#)

STEP 14: Read and review the entire document. If agreed, please check the box 'I acknowledge and agree to the financial policy' box and enter your full name as requested. Click the pop-up box to acknowledge that you are not a robot and click Submit at the bottom of the screen. When you click Submit, the form is sent to our practice. When finished, close the browser window to return to the forms webpage.

You have now completed all of your registration forms!

Thank you for taking the time to complete your registration forms. The forms will now be available to our office. If you have any questions, please contact Linda at (702) 258-3708.