

Please make sure you have reviewed and understanding the ‘Welcome Packet’ so you know what you are agreeing to. Below is an overview to help you navigate the contents.

Page 1

- Provide accurate personal contact & insurance information.
- Medical Records Release
- Release of PHI disclosure
- *Signature lines: Agreeing to the page’s content & verifying the information you provided is accurate & correct.*

Page 2

- HIPAA disclosure
- Financial Agreement
- Insurance authorization
- *Signature lines: Agreeing to the page’s content.*

Page 3

- Patient Rights & Responsibilities Disclosure

Page 4

- Feed Back disclosure
- *Signature line: Acknowledging your receipt of page 3.*

After reviewing the Welcome Packet, please return it to us in one of the following three ways:

1. Print and complete the document. Bring it to your appointment & turn it in at the front desk.
2. Print and complete the document. Email or fax it back to us prior to your appointment:
advanced.admin@apsdim.com / fax: 1-435-688-8122
3. Review the document & be prepared to sign an electronic version at your appointment.

You will not be able to be seen without a current and completed ‘Welcome Packet.’ We reserve the right to refuse service if a completed copy has not been received.