



THE QUEEN'S MEDICAL CENTER

Welcome to the Queen's Liver Center. Thank you for taking the time to see your liver specialist. Please help us ensure we make your experience pleasant by:

- ◆ Sign in at the front desk upon your arrival. If you are not addressed after waiting 10 minutes, please inform the front staff.
- ◆ Notify our office of any changes to your address, phone number, insurance, or primary care physician.
- ◆ Bring your parking ticket. One ticket, per patient, will be validated.
- ◆ Call the office if you are running late for your appointment. We reserve the right to reschedule your appointment if you arrive 15 minutes late without notification.
- ◆ After three (3) subsequent no shows to scheduled appointments, you will be referred back to your primary care physician.
- ◆ Update your liver specialist with any changes to your prescription medications, vitamins, and/or supplements.
- ◆ Contact our office one week before running out of medication. After calling the office, allow 48 hours for your prescription to be filled. Do not wait until you are completely out.
- ◆ Please do not wear heavy perfume or cologne. Refrain from smoking just before entering our office as other patients may have respiratory conditions.
- ◆ No animals are allowed in the building and in the Liver Center.

At the conclusion of your visit, stop at the front desk for a Liver Center staff member to assist you with check out.

I have read and understand the above.

Print Full Name

Date