



# PATIENT APPOINTMENT REQUEST FORM EXTERNAL ONLY

Clinic or Service to which you are referring a patient: \_\_\_\_\_

TODAY'S DATE \_\_\_\_\_

Physician Preference (if applicable): \_\_\_\_\_

**Consultation** (Requesting consultation for a specialty opinion which will be used by the referring physician in care management with or without co-management of care by the specialist)

**Transfer of Care** (Requesting referral for specialty evaluation and subsequent management of a problem by the specialist alone)

**PLEASE PRINT CLEARLY AND FILL OUT COMPLETELY**

Patient Name: \_\_\_\_\_ Patient's SSN: \_\_\_\_\_

Authorized Contact Person (if different from Pt.): \_\_\_\_\_ DOB: \_\_\_\_\_ SEX: M/F

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Preferred Phone No.: \_\_\_\_\_ Alt. No.: \_\_\_\_\_

Insurance Company: \_\_\_\_\_ Ins. Co. Phone Number: \_\_\_\_\_

Policy/ID #: \_\_\_\_\_ Group #: \_\_\_\_\_ Employer: \_\_\_\_\_

\*\*\*If patient is a child, it is **REQUIRED** to include Guarantor/Guardian Information\*\*\*

Subscriber/Guarantor Name: \_\_\_\_\_ Subscriber/Guarantor DOB: \_\_\_\_\_

Subscriber/Guarantor SSN: \_\_\_\_\_ Subscriber/Guarantor Phone No.: \_\_\_\_\_

Subscriber/Guarantor Address: \_\_\_\_\_ Relation to Patient: \_\_\_\_\_

Authorization Information\* (e.g. #, # visits allowed, expiration date): \_\_\_\_\_

\* If Authorization is required, referring physician/clinic must complete prior to referral.

**Requesting Physician Information**

Name: \_\_\_\_\_ Specialty: \_\_\_\_\_ NPI: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Person completing form: \_\_\_\_\_

**Would you like to see the patient back in follow-up?**  Yes  No

**Primary Care Physician Information**  Same as above (If different, please complete below)

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Contact Person: \_\_\_\_\_

**Reason for appointment (Required):** \_\_\_\_\_

Studies / Procedures requested: \_\_\_\_\_

Diagnosis/Problem/ICD-10: \_\_\_\_\_

Medications currently on: \_\_\_\_\_

**All applicable clinical notes, recent lab work, radiological interpretations, copies of front and back of insurance cards, and any other pertinent information should accompany this request.**