



## WELCOME TO COASTAL UROLOGY

### APPOINTMENT CHECKLIST

We want you to get the most value and time savings from your appointment. Please bring the following to your appointment and present it at check in. If we have incomplete information, your appointment may need to be rescheduled.

**Completed New Patient Forms.** Please visit our website at [www.coastalurologynj.net](http://www.coastalurologynj.net) and click on Patient Forms. Please print each form, fill it out completely, and bring them to your appointment. Required forms are:

- Appointment Checklist
- Patient Information Sheet
- Financial Responsibility Form
- Patient History Form
- Medication List
- Cancellation Policy
- Sexual Questionnaire – **(Males with Erectile Dysfunction)**
- Prostate System Score – **Males**
- HIPPA OMNIBUS – **Please read and keep for your records. A copy is also posted in the waiting area.**

**Any lab, ultrasound exams and/or x-rays pertinent to your visit with us.** You will need to bring the films or disk, as well as the radiologist's reports. Ask for your x-rays to be checked out to you for your doctor's appointment as well as copies of the reports.

**Most recent PSA**

Must have current PSA if you have had one in the last 12 months.

**A urine specimen for most appointments is required.**

Be prepared to provide us with a urine specimen upon arrival. If you have difficulty providing a urine sample in the office, stop by and we can provide a cup to obtain a specimen at home. Please refrigerate the sample until appointment time. It should be no more than an hour or two old.

**A referral from your doctor if required by your Health Plan**

Most health plans no longer require a referral to a specialist. If your Health Plan does require a referral and you do not have one at the time of your appointment, we will be happy to see you, however, charges will be due at the time of service.

**☐ You Health Plan ID card**

If we are not participating providers with your Health Plan, payment in full is due at the time of service. If you are not sure, please call your Plan prior to your appointment. You will be financially responsible for all services not covered by your insurance.

**☐ Payment for services rendered not covered by your Health Plan**

We accept cash, check, VISA, MasterCard, Discover, or American Express. Co-pays and deductibles are due at time of service.

Thank you for attending to the above issues. This will allow you to get as much information, value and time savings from your visit with the doctor.

As a courtesy to other patients waiting for appointments, and to our physicians and staff, **Please call us at least 48 hours in advance of any appointments that you cannot keep.**

If you have any questions regarding your appointments, please feel free to call us at **732-840-4300.**