NEW PATIENT ADMISSION CHECKLIST

********** ATTENTION FACILITY HEALTH CARE PARTNERS **********

<u>PLEASE NOTE</u>: All of the below required documentation must be received and fully completed PRIOR to the initial face-to-face by a Sequoia Practitioner. New patients WILL NOT be scheduled until all documentation has been recieved and reviewed.

- ☐ Patient Health Insurance: Please include an up-to-date copy of all insurance cards:
  - ☐ Medicare #
  - ☐ Medicaid #
  - ☐ Supplemental Insurance #
  - ☐ Veteran Status, Military Branch and VA insurance card
- ☐ Advance Directive / Living Will / DNR Documentation
- ☐ Facesheet
- ☐ Current Medication List
- ☐ Most recent history and physical and/or discharge summary from last PCP visit or hospital visit
- ☐ List of most recent doctors / specialized care providers
- ☐ Sequoia Admission Packet – FULLY COMPLETED
  - ☐ Notice of Privacy Practices (NPP)
  - ☐ Patient Admission Information sheet
  - ☐ Release of Information form
  - ☐ Consent for Medical Care and Treatment form
  - ☐ New Patient Questionnaire form
  - ☐ Chronic Care Management (CCM) form
  - ☐ Telehealth & Urgent Care Services form
  - ☐ Remote Patient Monitoring (RPM) form

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