



## NEW PATIENT WELCOME

We look forward to working with you and want to provide you with excellent, personalized care.

*Please complete the New Patient Intake forms carefully.*

Each of our doctors gives you comprehensive, holistic assessment and care. You can help us be prepared to provide that service by answering the new patient intake questions thoughtfully and completely. It is best for you to have time to answer the questions thoughtfully, completely, and on your own time. We also require that the new patient forms be completed and sent to our office **two weeks prior to your scheduled appointment** so that we may process and review the information before your appointment. It also ensures that you have as much time with your doctor as possible. We provide the best care when we can evaluate your intake paperwork ahead of time.

We strongly encourage you to complete the **new patient intake form electronically** through our ChARM Health patient portal. Once you make the initial call to our office we will send you an invitation to our portal and send the necessary new patient questionnaires. For patients without access to a computer, you may complete the paper version of the New Patient Intake Form located on our website and return it to us in the following ways:

- Hand deliver to our office front desk staff
- Send it via mail to 228 Maple St, Suite 31A, Middlebury, VT 05753
- Fax it to the office at 802-989-7881

*Please Note: While some patients prefer to send by email we cannot accept these forms sent this way. Email is not a HIPAA secure method of sending your personal health information.*

**In addition to the Patient Intake Form we request a referral, your single most recent note and single most recent labs from your oncologist.** Our doctors offer collaborative and integrative medicine. Optimal care and time are provided when they have this information available for review before the appointment. We request that this is sent directly from your oncologist and preferably with a referral. Please note: Documents from your personal health portal are not suitable or sufficient.