



**Please complete the
following prior to your
appointment with
Dr. Morrow**

◆ **Complete the following and email, fax, or drop off at the office 48 hours prior to your appointment.**

- Email: receptionists.ppvi@gmail.com
- Fax: 402-650-4009

◆ Copy of the front and back of your insurance card

◆ Financial Policy and the Advance Beneficiary Notice Form, review and sign.
Keep a signed copy for your records.

◆ Complete HIPPA Release after reviewing the HIPPA Notice of Privacy Practices.

◆ Assignment of Benefits form

◆ Confidential Patient Information Questionnaire and the Counseling Information and Agreement

➤ When you arrive, check in at the Billing Office located on the Mercy Road side of the building just inside the door.

➤ What to bring to your appointment:

- ❖ Picture ID
- ❖ Insurance Card
- ❖ Any Co-pay/payment required
- ❖ Arrive for your first appointment at least 15 minutes early