



The kind of health care you deserve

Before Your Appointment: What to Bring & Do

Please review and complete the following **at least one week before your appointment** to allow our office time to process:

- **Insurance information (if insured):**
 - If you are a new patient *or* have not been seen at Womankind in the last 3 months, take a photo of the front and back of your insurance card(s) and email them to info@womankindkeywest.org
 - If you have two insurances, let us know which is primary and secondary
- **Financial Assistance (if uninsured):**
 - Complete the attached financial screening form
 - Email proof of income to info@womankindkeywest.org
- **Medical Records (if applicable):**
 - If you are a new patient or have seen another provider since your last visit, complete the attached medical records release form
 - The form must be completed in full (including outside provider name, phone, and fax), or we may not be able to obtain your records
 - You may also ask your provider to fax your records to 305.294.2197
 - **For patients scheduling an HRT Consult:** We require records of your most recent Annual Exam, Pap smear, and Mammogram. If these have not been completed within the last year, they must be done *before* your consultation

Please bring to your appointment:

- A valid photo ID
- **REQUIRED: A complete list of all current medications and supplements**
(Include name, dose, how often you take it, and what it's for. You may bring a written list or take photos on your phone if that's easier)
- A list of any questions or concerns you'd like to discuss (so nothing gets missed)

You will get a text the day before your appointment to complete your check-in. Please fill out all consents and questionnaires. **If you need to cancel or reschedule, you must notify us at least 24 hours in advance to avoid a \$30–\$50 no-show fee.** If you cannot reach us, leave a message and we can waive the fee.