



CLINIC REGISTRATION INSTRUCTIONS

Please read this important information carefully

All patients—new & renewal—must complete this registration packet. Pages 1–4 are double-sided. Complete both sides.

These forms are part of your permanent patient record with Compassion Center Clinic. Please read this registration thoroughly and be sure to **answer each question** as completely and as accurately as possible.

1. Complete these registration forms, sign and return to Compassion Center along with a copy of your
2. **Oregon Driver's license** or current **Oregon ID** and proof of current address.
3. Complete, date, initial and sign the **Authorization for Release of Medical Records** form included
4. this packet. *You *must* complete a **separate** authorization form for **each** doctor you have seen for your OMMA qualifying medical condition during the past year. Veterans need to fill out a **VA Authorization for Release of Medical Records**. (These forms are available at Compassion Center.)
5. The medical records staff at Compassion Center will fax or mail the Authorization for Release of Medical Records form to the doctor or medical facility you have indicated. Please call us if you need assistance filling out the form properly. A properly completed Authorization for Release of Medical Records assists our staff in processing your application in a timely manner.
6. Pay appropriate Compassion Center fee.
 - a. *Payment of doctor's fees does not guarantee that the doctor will sign the physician's statement.
 - b. ***Fee must be included when returning your patient registration packet.**

NEW PATIENT FEE: \$60 Clinic registration

This fee is for registration with Compassion Center's clinic to create and maintain your permanent medical record, and to provide for review of your medical records by a nurse. If you are a new patient, we need medical records for the past 3 years from your doctor(s).

RETURNING PATIENT FEE: \$45 Clinic registration update

This fee is for updating and providing medical review of your permanent medical records. If you are a renewal patient, we need medical records for the past year from your doctor(s).

***If you are a renewal patient whose card has been expired for 3 or more years, new patient fees will apply.**

DOCTOR'S FEE FOR ALL PATIENTS: \$160 Doctor Appointment and Physical Exam.

This fee may be paid before or on the day of your appointment.

- **All fees are non-refundable and are valid for 12 months**
- **Make checks/money orders payable to Compassion Center. We charge \$35 for returned checks.**
- **We accept Visa and MasterCard**
- **All Compassion Center fees are subject to periodic review and change**
- **We charge \$30 for a missed appointment due to no-show or less than 24 hour notice**

Once your medical records arrive and your medical records have been reviewed, we will call you to schedule an appointment for the earliest available clinic.

PLEASE UNDERSTAND: THIS PROCESS MAY TAKE UP TO 6 WEEKS.

NOTE: Registering with Compassion Center as a patient is not the same as registering or renewing with the State of Oregon for the OMMP. The state requires an application and payment of a fee for registering with the OMMP. For current information and fees call Oregon Dept. of Human Services at 971-673-1234.

We suggest that all new patients attend our Introduction to OMMA class the first Thursday of (almost) every month, from 6:00 pm to 7:00 pm at Compassion Center. This class is FREE. For additional OMMA classes available—see current class schedule.