OUR RESPONSIBILITIES TOGETHER:

As your primary care provider, my responsibilities are:

- Explain diseases, treatment, and results in an easy-to-understand way.
- Listen to your feelings and questions which will help us make decisions about your care.
- Keep your treatments, discussions and records confidential.
- Provide same day appointments whenever possible.
- Provide instructions on how to meet your health care needs when our office is not open through our answering service and the Practice Fusion Patient Portal.
- Give you clear directions about medicine and other treatments.
- Send you to a trusted specialist, if needed.
- End every visit making sure you have clear instructions about expectations, treatment goals, and future plans.
- Be available for urgent care even after hours by offering an telephone answering service and online portal
- · Make your medical records easy to access utilizing our patient portal link through website

We trust you, as our patient, to:

- Ask questions, share your feelings, and take an active part in your care.
- Be honest about your history, symptoms, and other important information, including any changes in your health and well-being.
- Take all your medications as directed.
- Inform us whenever there is a problem with the medication you are taking.
- Make healthy decisions about your daily habits and lifestyle.
- Keep your scheduled appointments or reschedule in advanced whenever possible
- Call our office first with your health concerns, unless it is an emergency.
- Be sure you leave our office with a clear understanding of our expectations, treatment goals and future plans.

