**NEW PATIENT DETAILS FORM**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | | | **RECEPTIONIST:**  *Office Use Only* | |
| **GENERAL INFORMATION** | | | | |
| **Title** | Mr – Mrs – Miss – Ms – Master – Dr – Sir – Prof | | | |
| **Surname** |  | | | |
| **First Name** |  | | | |
| **Middle Name** |  | | **Preferred Name** |  |
| **Date of Birth** |  | | **Gender** | |
| **Cultural Background** |  | | | |
| **Are you of Aboriginal or Torres Strait Islander heritage?** (tick the most appropriate selection)  o No o Yes, Aboriginal  o Yes, Torres Strait Islander o Yes, both Aboriginal and Torres Strait Islander | | | | |
| **RESIDENTIAL ADDRESS** | | | | |
| **Address** |  | | | |
| **Suburb** |  | **State/Postcode** |  | |
| **PHONE NUMBER & EMAIL ADDRESS** | | | | |
| **Home Phone** |  | **Work Number** |  | |
| **Mobile** |  | | | |
| **Email address** |  | | | |
| **MEDICARE CARD** | | | | |
| **Card Number** |  | | | |
| **Line Number (IRN)** |  | **Expiry Date** |  | |
| **HEALTHCARE CARD/PENSION CARD** (*please circle)* | | | | |
| **Card Number** |  | **Expiry Date** |  | |
| **PRIVATE HEALTH INSURANCE** | | | | |
| **Insurance Name** |  | | | |
| **Card Number** |  | **Expiry Date** |  | |
| **EMERGENCY CONTACT/NEXT OF KIN** | | | | |
| **Name** |  | | Mr – Mrs – Miss – Ms  Dr – Prof – Sir | |
| **Address** |  |  |  | |
| **Suburb** |  | **Postcode** |  | |
| **Phone Number** |  | **Relationship** |  | |

I guarantee this form was completed correctly to the best of my knowledge and understand it is my responsibility to inform this clinic if any changes to the information provided occur in the future. I understand that the patient details mentioned above will be kept strictly confidential and accessed only by authorised clinic personnel. Mount Waverley Medical Services is located at 376, High Street Road, Mount Waverley, VIC 3149 collects your personal details and health information to ensure we deliver the best possible healthcare service. Patients are entitled to access their information at any stage by contacting the practice or their GP. Your health information may be disclosed to other organisations over the course of your treatment and these instances will be discussed with you if required. Failure to provide accurate and comprehensive information could negatively affect your healthcare. If you have any concerns regarding your privacy, please contact the practice.

Name: Signature: Date: / /