



Thank you for choosing Wheaton Pediatrics as your children's healthcare provider. We are committed to their treatment being successful.

Consent to Treat

The signing of this form hereby authorizes the clinicians of Wheaton Pediatrics, Ltd. to provide medical services to my child/children.

Minor Patients

Please provide unaccompanied minors with dated written authorization (with parent/guardian signature) in order for our medical staff to provide care. We may deny non-emergency care unless a minor presents us with such authorization. Wheaton Pediatrics will also request a written and/or verbal authorization for minors accompanied by a person other than birthparent, including: day-time caregiver, step-parent, grandparent, sibling, etc.

Children 12 Years and Older

In compliance with Illinois State Law, Wheaton Pediatrics may request children 12 years and older to sign off on a release form under the following circumstances: Drug testing, pregnancy testing, HIV testing and screenings for other sexually transmitted disease.

Children 18 Years and Older

It is Wheaton Pediatrics recommendation that once your child reaches the age of 18 and has graduated from high school that they be referred to an internal medicine provider that can better give adult medical care. If you need a recommendation for an internist, please call the office for a list of adult physicians we have a working relationship with.

Name and/or Birth Date Change

In compliance with Illinois State Law, Wheaton Pediatrics will require a current birth certificate, in order to change a child's name (first and/or last) and birth date. Without this documentation we are unable to make these changes to the child's chart and permanent medical record.

Prescription Refill Request

Please allow 24-48 hours for all prescription refill requests. Requests can be made via phone or in office during office hours Monday – Friday. Please note that in compliance with Illinois State Law, some medication prescriptions must be picked up at our office or mailed to the home address, and will not be sent directly to your pharmacy. You will be notified if this in advance.

Forms and Prescription Pickup

Our front desk staff may ask to see parent/guardian identification to pick up a patient form and/or prescription. Forms, records and prescriptions will only be released to a minor with dated written consent and identification.

Forms will only be completed for patients who have been seen by a provider within the last three years. Some forms may require an annual physical within a year of the date in which the form will be signed. State of Illinois Department of Human Services forms require a physical/annual well check in order for the form to be signed by one of our providers. Wheaton Pediatrics will release a patient's immunization record with proper request regardless of the date of the patient's last visit. If forms and/or immunization records are requested more than once, a fee of \$5.00 may be assessed.

Authorization to Access Medical Records

According to Illinois State Law, birth parents/adoptive parents may have access to a child's medical record. Wheaton Pediatrics will restrict this access from a birth parent/adoptive parents only with an order provided by a court of law.

In the event of a divorce, step-parents may be given access to a child's medical record with a notarized written consent by a birth parent.

Wheaton Pediatrics is not responsible for initiating the contact to the alternate birth/adoptive parent to advise that an appointment has been made or to discuss medical finding after an appointment has taken place. The specific information regarding an appointment can be requested by the alternate birth/adoptive parent after the date of service. Requests for medical records must be done in writing.

Patient Portal

A member of our front desk can give information regarding our patient portal. Each patient is given one login. We are not able to combine siblings together into one login, nor are we able to provide multiple logins for each child. In the event of a divorce, it is up to the parent requesting portal access to provide the other parent with the information on the portal including the login. Wheaton Pediatrics will not mediate this process.

All current patients may request access to their patient portal. Once a family requests records to leave the practice, or a patient turns 18 years old, their portal will be disabled. An 18 year old may request that their portal be enabled and they will be given their own login information.

Once a family has been given access to the portal, appointment confirmations and current billing statements can be viewed through the portal. An e-mail will be sent to the address on file, both to confirm appointments and advise that a current statement is available. The family will no longer receive appointment confirmation phone calls nor statements mailed through the postal system after portal set-up.

Walk-in Policy

Wheaton Pediatrics will see patients with pre-scheduled appointments both during the week and on weekends. If you have an appointment scheduled for a child, and would like an additional child to be seen, please call our office in advance and we will do our best to accommodate you.

List-serv

Receive e-mails from Wheaton Pediatrics regarding important information direct from our office by signing up for our List-serv. Go to www.wheatonpediatrics.com. Under "Join our List-serv" click on "click to subscribe" to register. If you would like our staff to register you, please feel free to contact us and a member of our staff will be happy to do so.

Smoking Policy

Illinois State law prohibits smoking in public buildings.

Signature of Responsible Party

Date

Family Name
Updated 10.2012

For Office Use Only: _____ Account Number
