

Patient Account #: \_\_\_\_\_  
(office use only)

**Sheridan Medical Group**  
**Office Policies and Procedures for our Patients**

**Receipt Acknowledgement Form**

By initialing the items below, I acknowledge that I have read the New Patient Welcome Packet in its entirety. I have reviewed the main topics listed in the New Patient Packet. I have had the opportunity to ask questions and they have been answered to my satisfaction.

\_\_\_\_\_ Patient Portal Required

\_\_\_\_\_ Yearly Annual Visit Required

\_\_\_\_\_ Office Hours

\_\_\_\_\_ Same-Day Appointment Availability

\_\_\_\_\_ Please Call Us First

\_\_\_\_\_ Cancellations

\_\_\_\_\_ No-Show Appointments

\_\_\_\_\_ Insurance, Billing, and Patient Statements

\_\_\_\_\_ Completion of Forms/Letters

\_\_\_\_\_ Prescriptions and Refills

\_\_\_\_\_ Specialty and Other Support Services Available

By signing below, I acknowledge that I have received, reviewed, understand, and will comply with the policies and procedures described in the Sheridan Medical Group OFFICE POLICIES & PROCEDURES FOR PATIENTS document.

Patient or Guardian **Signature:** \_\_\_\_\_

Patient or Guardian **Printed Name:** \_\_\_\_\_

Relationship to patient (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_