



## Welcome to TLC Medical, LLC!

**Office Locations:** 5106 N Armenia Ave, Suite 1, Tampa FL 33603

Phone: (813) 874-1852 Fax: (813) 227-8526

And

10866 Sheldon Rd, Tampa FL 33626

Phone: (813) 920-4402 Fax: (813) 227-8526

And

103 Southern Oaks Dr, Plant City FL 33563

Phone: (813) 920-4402 Fax: (813) 227-8526

And

2240 Twelve Oaks Way, Wesley Chapel FL 33544

Phone: (813) 920-4402 Fax: (813) 227-8526

**Office Hours:** Monday – Thursday 8:00am to 5:00pm

Friday 8:00am to 12:00pm

**Our Providers:** Charles Talakkottur, MD & Laura Talakkottur, APRN  
& Sara Graves, FNP-C, Taylor Nesbit, PA-C and John Ashley FNP-c

**In the event of office closure and you need medical care:**

Call the office, press 4 for the answering service for an urgent message for the Doctor

**If you need to be seen here are a few Urgent care clinics we recommend:**

MedExpress Urgent Care – 2801 W Dr. MLK Jr Blvd, Tampa FL (813) 877-8450

BayCare Urgent Care – 3440 W Dr. MLK Jr Blvd, Tampa FL (813) 559-1888

TGH Urgent Care (Fast Track) – 11969 Sheldon Rd, Tampa FL (813) 925-1903

Walk-in Care (BayCare) – 7835 Gunn Hwy, Tampa FL (813) 926-5256

We look forward to serving you soon!



## TLC Medical Weightloss Patient Registration Form

**Please provide copy of FL State Driver's License or other proof of ID and FL address**

Patient Name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Preferred Method of Contact:**      Phone      Email      Portal

Can we leave a voicemail to confirm appointments? Yes / No

Can we email to confirm appointments? Yes / No

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Please, list your present health concerns, problems, or symptoms:

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Have you attempted to lose weight in the past? (Exercise, Diet, Medication, Other):

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How much weight have you decided to lose? \_\_\_\_\_

How many times have you failed at weight loss? \_\_\_\_\_

What methods failed to help you lose weight? \_\_\_\_\_

Does your weight limit you and activities? \_\_\_\_\_

Do you suffer from uncontrollable cravings? \_\_\_\_\_

Do you eat because of emotions? \_\_\_\_\_

Do you feel tired, run down, and out of energy? \_\_\_\_\_

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Patient name (print)

Patient signature

Date



## PHOTO CONSENT FOR CHART IDENTIFICATION

This form authorizes TLC Medical to take a photo and place in the chart for identification purposes only. We will not use your photo in any other matter without your permission.

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Patient name (print)	Patient signature	Date
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## LATE /NO SHOW POLICY

Time is valuable to everyone, and we at TLC Medical respect the right of all patients to be seen in a timely manner. Patients who arrive late to an appointment can affect the smooth flow of the office visits for other patients. In an effort to prevent this, any patient who is late, more than 15 minutes, up to 29 minutes will be charged a **fee of \$10.00**. The patient can still be seen the same day, provided we are able to work you into the schedule.

We request a minimum of 2 hours' notice of your scheduled appointment if you must miss your appointment. Failure to provide 2 hours' notice will count as "NO SHOW" and will result in a **\$50 "NO SHOW" Fee**. There will also be a "NO SHOW" fee if you arrive 30 minutes or later to your appointment.

By signing below, I have read and understood the late/no-show terms and my obligations. Please let us know if you have any additional questions or concerns.

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Patient name (print)	Patient signature	Date
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## DISMISSAL POLICY

Effective 9/20/17, the practice has created a new policy which will be strictly enforced. We will no longer tolerate rude or inappropriate behavior. This includes but no limited to cursing, yelling, demanding controlled substances.

Also, if you have a total of either 3 cancellations, no shows, or re-schedules (not issued by the practice) in a 6-month period, you will be dismissed from the practice.

Due to a high number of cancellations and no shows by a small number of people repetitively doing this, we are obligated to enforce this rule. Thank you for your understanding and choosing TLC Medical for your medical needs.

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Patient name (print)	Patient signature	Date
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## PATIENT AUTHORIZATION FOR DISCLOSURE OF PROTECTED HEALTH INFORMATION

I authorize TLC Medical to release information to the following individuals regarding my appointment and account history, and hereby authorize these individuals to reschedule, verify, make cancellation, and tender payment on my behalf.

Name: \_\_\_\_\_ Relation: \_\_\_\_\_

Name: \_\_\_\_\_ Relation: \_\_\_\_\_

Name: \_\_\_\_\_ Relation: \_\_\_\_\_

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Patient name (print)	Patient signature	Date
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## NOTICE OF PRIVACY PRACTICES

This notice describes how your health information may be used and disclosed, how you can access this information. Please review it carefully. At TLC Medical, we will always keep your health information secured and confidential. Laws within the Health Insurance Portability and Accountability Act (HIPAA) require us to continue maintaining your privacy, to give you this notice and to follow terms for this notice. The law permits us to use or disclose your health information to those involved in your treatment. For example, a review of your file by specialist doctor whom we may involve in your care. We may use or disclose your health information for payment of your services. For example, we may send a report of your progress to your insurance company. We may use or disclose your health information for our normal healthcare operations. We may share your medical information with our business associates, such as billing services. We have a written contract with each business associate that requires them to protect your privacy. We may use your information to contact you. For example, we may send newsletters or other information. We may also want to call and remind you about your appointments. If you're not home, we may leave your appointment information on your answering machine or with the person who answers the telephone. In an emergency, we may disclose your health information to a family member or another person responsible for your care. We may release some or all of your health information when required by law.

If this practice is sold, your information will become property of the new owner. Except as described above, the practice will not use or disclose your health information without your prior written authorization. You may request in writing that we can fulfill your request. You have the right to know of any uses or disclosures we make with your health information beyond the above normal uses. As we will need to contact you from time to time, we will use whatever address and telephone number you prefer. You have the right to transfer copies of your health information to another practice. We will send your files for you only after you have signed a form granting consent for release of your medical records. Give us a written request regarding the information you want to see. If you also want a copy of your records, we may charge a reasonable fee for copies. You have the right to request an amendment or change your health information. Give us your request to make changes in writing. We may or may not make changes you request, will be happy to include your statement in your file. If we agree to an amendment or change, we will not remove or alter earlier documents, but will add new information. You have the right to receive a copy of this notice. If we change any details of this notice, we will notify you of the changes in writing.

You may file a complaint with the department of health and human services, 200 Independence Ave. SW, Room 509F, Washington, DC 20201. You will not be retaliated against for filing a complaint. However before filing complaint, or for more information/assistance regarding your health information privacy, please contact the Office Manager, phone number 813-874-1852. This legislation went into effect as of April 14, 2003.

## RECEIPT OF NOTICE OF PRIVACY PRACTICES

By signing this document, I acknowledge that I have read and agreed to TLC Medical's Notice of Privacy Practices.

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Patient name (print)

Patient signature

Date