

228  
Cotham Rd  
Kew  
Vic 3101

# MELBOURNE NEUROSURGERY

PHONE 03 9816 9844

FAX 03 9816 9877

PAGER 03 9387 1000

[www.neurosurgery.com.au](http://www.neurosurgery.com.au)

*Consulting*

545 Royal Parade  
PARKVILLE

228 Cotham Rd  
KEW

7 Winifred St  
FRANKSTON

Suite 25  
Cabrini Medical Centre  
Isabella St  
MALVERN

Waverley Private Hospital  
343 - 347 Blackburn Rd  
MT WAVERLEY

Suite 5 Level 4  
517 St Kilda Rd  
PRAHRAN

Knox Private Hospital  
262 Mountain Hwy  
WANTIRNA

Werribee Mercy Hospital  
300 Princes Highway  
WERRIBEE

*Country Victoria*

Ballarat Oncology  
& Haematology Services  
1117 Howitt St  
Wendouree  
BALLARAT

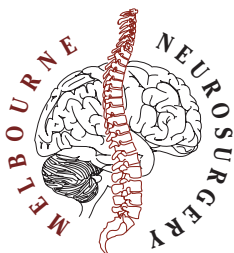
Bendigo Radiotherapy Centre  
Bendigo Hospital  
Stewart St  
BENDIGO

Shepparton Private Hospital  
Fitzgerald St  
SHEPPARTON

The Gables Suites  
240 Thirteenth St  
MILDURA

*Interstate*

Launceston Specialist Centre  
Suite 7 / 7 High St  
LAUNCESTON  
TASMANIA



MELBOURNE NEUROSURGERY  
PTY LTD  
ACN 082 289 316

Date:

Dear

In preparation for your appointment please read and complete the enclosed paperwork  
When completed please:

Keep the map/ record of appointment time and place. the rest should be directed as follows

- Bring this with you to your appointment.
- Send this to Cotham to arrive prior to your appointment.
- Send this to Cotham for assessment for appointment

include the referral letter from your referring doctor.

You will find enclosed the following:

1. Map of the place where your initial consultation will be held. Please note the date and time of your scheduled appointment.

It is essential that you bring with you:

Your letter of referral(if you have not sent this to us)  
All your X rays.

2. Patient registration / Health Information sheet

please take your time and complete all details that relate to you.

3. Spinal assessment questionnaire if you have a back or neck condition.

please take your time and complete.

4. Privacy Statement for Melbourne Neurosurgery

this is for your information please read and sign

5. Costs of the consultation

Payment is required on the day of consultation. There is a Medicare rebate when you present your receipt / invoice to your local Medicare office. Please sign this page to indicate that you have read and understood it.

If you have any questions regarding this paperwork, please do not hesitate to call and ask any of the staff on 9816 9844.

You can visit our website for information [www.neurosurgery.com.au](http://www.neurosurgery.com.au).

Thank you for your time and assistance.

## Costs of Surgery as at July 1st 2006

### Private Patients

We have no out of pocket costs for surgery for those patients who have cancer. For degenerative spine diseases and other conditions there may be a co - payment depending on the level of private insurance that you have. The private hospital has its own charges separate from ours and they will depend on your level of cover. Please discuss this with the staff in the office.

### Uninsured Patients

You will be placed on the public waiting list for surgery. There will be no charges for the surgery. It is important to note that the waiting list is long for non urgent conditions. All enquiries regarding your position on the waiting list should be directed to the appropriate hospital.

### Workcover/TAC Patients

The rate is set by your insurance company.

### Medico - legal

Dr Tange does not see patients for medico - legal purposes. If any information is required for this purpose a letter will be prepared. The cost of this will depend on its' complexity. If this is for TAC or Workcover you will need to pay the balance of that fee paid by your insurance cover. We do not do disability assessments.

## Costs of Consultations as at July 1st 2007

(NB: Consultation costs are amended annually to reflect rebates as set by the Health Insurance Commission)

*Payment for all appointments is required on the day of consultation*

Accepted: Cash / Cheque / Credit Card(VISA and MASTERCARD only)

Initial Consultation Fees	\$175.00
Medicare rebate	\$97.40

Review Consultation Costs	\$90.00
Medicare rebate	\$32.30

### Workcover & TAC accounts

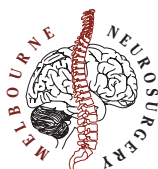
There is an out of pocket fee(above the WCA or TAC rebate) for all new and review consultations. The standard above fees apply. *Your full account will be payable on the day of consultation.* You will be given a receipt to claim from your insurer.

I have read and acknowledge the the fee payment schedule

Signed.....

Date.....

*These Charges are subject to change without notice.*



# MELBOURNE NEUROSURGERY

## NEW PATIENT REGISTRATION

Dr. Damien Tange

Title Prof / Dr / Mr / Mrs / Ms / Master / Miss

**Surname:** ..... **Given Names:** .....

Address: .....

..... Postcode: .....

Date of birth: ..... Age: ..... Marital Status: Single / Married

Telephone: Home: .....

Work: .....

Mobile: ..... Email .....

**Next of Kin:** ..... Relationship: ..... Tel: .....

**Referring Doctor:** .....

Address: .....

**Local Doctor ( If not referring doctor ):** .....

Address: .....

**Private Insurance** YES / NO Fund: .....

Membership No ..... Longer than 12 months Yes / No

**Veterans Affairs** YES / NO Gold / Blue / White (please circle) Vx No: .....

Does your card entitle you for medical treatment for this problem YES / NO

**Workcover / TAC**

Employer .....

Claim No: .....

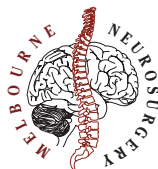
Workcover Insurer ..... Contact Person .....

**Medicare Number** .....

**Reference No** ..... **Expiry Date** .....

**Aged Pension** YES/NO

Card No: .....



New Patient Health Information

It is essential that you inform us of your medical history and to ensure we are constantly updated of any changes.

Please list current medications you are taking:

Name:	Dose:	Frequency:
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
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Please list any allergies you have:

Please list any previous surgery with dates.

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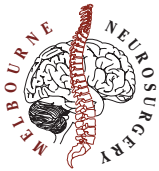
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Please indicate if you suffer / have had any of the following medical conditions:

- |                     |                   |              |                    |
|---------------------|-------------------|--------------|--------------------|
| High Blood Pressure | Heart Attack      | Angina       | Asthma             |
| Open heart surgery  | Cardiac stent     | Stroke / TIA | Diabetes           |
| Migraines           | Chronic infection | DVT / PE     | Notifiable disease |





Privacy Policy

In accordance with the provisions of The Privacy Amendment (Private sector) Act 2000, this medical practice has prepared the following Privacy Policy, which subscribes to the National Privacy Principles (NPP) 1-10. In effect, no changes from previous ways of dealing with Personal Information have been required, since such information has always been held in utmost confidence.

The National Privacy Principles in summary:

NPP 1: Collection & NPP 10: Sensitive Information

Set out providers' obligations when collecting health information (including medical history) from patients. These include collecting health information only with consent, and collecting only the information necessary to provide the service. Such consent is usually inferred by the patient coming to a consultation.

NPP 2: Use and Disclosure

Set out how health information, once collected, can be used within the organisation or disclosed to third parties outside the organisation. The Guidelines provide for disclosure of the information to your referring doctor, or if further tests are required, to the doctor performing such tests.

NPP 3: Data Quality & NPP 4: Data Security

Set standards for keeping information up-to-date, accurate and complete, as well as for protecting and securing it from loss, misuse and unauthorised access.

NPP 5: Openness

Requires providers to be open about how they handle health information, including the need to develop a document (such as a privacy policy) to clearly explain how they handle health information.

NPP 6: Access & Correction

Gives patients a general right of access to their own health records, and a right to have information corrected, if it is inaccurate, incomplete or out of date. The guidelines provide for the following exceptions:

1. where disclosure could result in a serious threat to life, health or safety of the patient or someone else
2. where the privacy of others may be affected
3. where the request is frivolous or vexatious
4. where the request relates to anticipated or existing legal proceedings

NPP 7: Identifiers

Limits the use of Commonwealth government identifiers (such as the Medicare Number or the Veterans Affairs number) by providers to the purposes for which they were issued.

NPP 8: Anonymity

Where lawful and practicable, patients must have the option of using health services without identifying themselves. (However in such a case, Medicare would pay the rebate).

NPP 9: Transborder data flows

Sets out obligations for providers regarding the transfer of health information out of Australia. Information regarding a patient will only be transferred outside Australia with the patient's consent.

Further information is available from the website of the Office of the Federal privacy Commissioner ([www.privacy.gov.au](http://www.privacy.gov.au)) or its Hotline 1300 363 992.

I hereby give permission for the collection of information regarding my health from other health practitioners that I have seen or involved in my care. I also give permission for the delivery of information from this consultation to other health practitioners involved in my care unless they are listed below.

Exceptions .....

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Signed.....

Date.....

