



New Client Medical Records Check-list

Thank you for inquiring about becoming a new client here at Magalia Pet Hospital. We do have a few requirements for new prospective clients, and we hope that this list is helpful in understanding our admitting process and policies.

1. We will require your pet's full set of medical records for review prior to scheduling an appointment. What are medical records? Medical records must include the following:
 - The name and contact information for all Hospitals or medical facilities that your pet has been to for care.
 - Doctor's exam notes from all physical exams, including the doctor's findings/concerns, vitals such as weight and temperatures and vaccines given.
 - Diagnostics such as lab work, x-rays, biopsies etc. These diagnostics must include the results of the tests performed AND the doctors recommendations based on those results.
 - Medication list, including instructions on how to administer those medications such as dosages and whether or not this medication is ongoing.
 - Any doctor/client communications when discussing patient care, doctor's advisements and client's responses when available.

*Please note that folders or pictures of receipts are not considered legal medical records. You may need to call any previous medical facilities that your pet was taken to, and ask them to release your pet's records. If such documents are received in lieu of medical records, they will be returned to you and we will ask you for the records as listed above before we schedule any appointments.

Please have any records emailed to the following email, and make sure to include the patient name and owner's names in order expedite the review process.

Hospital email: magaliapet@comcast.net

Hospital phone: 530-877-1942

Please note that our records review process may take 5-10 business days once records are obtained. We will call you once this process has been completed, and if appropriate we will schedule you for the initial exam with one pet only.

Scheduling:

Upon receiving your phone call to schedule, you will be required to pay a \$60 non-refundable scheduling fee that will be applied to the cost of your first exam. If you do not show up for your first appointment, this fee will be applied as a No-Show fee and we will not schedule any further appointments for you. Please call us if you are unable to come to your appointment at the scheduled time, we are happy to re-schedule that for you! We do ask for 24 hour's notice so that efforts can be made to fill that appointment slot.

We appreciate your understanding during the scheduling process, and please call if you have any questions.

Magalia Pet Hospital Staff

Dr. Bremner