

# Directions on filling out patient information forms

**We recommend you print out this page before filling out forms**

1. Enter your child's legal first, last name and date of the appointment.
2. Select the first form and **fill out all the pages before you click submit** (use the blue arrow buttons on the top and bottom of the screen to move to the next page).
3. Scroll up and down each page to avoid missing any questions.
4. Click submit for the form **only after all the pages are filled out** ( the right arrow button on the top and bottom of the screen will turn gray on the last page).
5. Fill out the next form until all the forms are completed and submitted.
6. Repeat this process from step 1 for your other children
7. Do not print out the forms. You will sign the forms on the day of the appointment.
8. Please do not hesitate to call with any questions or for assistance.