



## APPOINTMENT SLIP

Thank you for your continued trust in St. Luke's Medical Center (SLMC)!

Your appointment request has been confirmed. Please check if the data below are correct.

NAME OF PATIENT:	Mobile #:
NAME OF COMPANION (if any):	Mobile #:
NAME OF DOCTOR:	CLINIC #:
DATE OF APPOINTMENT:	TIME SLOT:

### INSTRUCTIONS:

- 1) Print out the **Appointment Slip and Health Declaration Form**. Show both to Central Triage/ screening area on the day of your appointment. Alternatively, you can email the documents to Central Triage and keep a copy on your phone for final checking.
  - Central Triage email for clinics located at:
    - **SLMC - GLOBAL CITY Medical Arts Building MAB: [concierge.gc@stlukes.com.ph](mailto:concierge.gc@stlukes.com.ph)**
    - **SLMC - QUEZON CITY (MAB): [slmab\\_corp@yahoo.com](mailto:slmab_corp@yahoo.com)**
    - **SLMC - QUEZON CITY Cathedral Heights Bldg. Complex (CHBC): [cathedral.heights@yahoo.com](mailto:cathedral.heights@yahoo.com)**
- 2) If you had a previous COVID-19 test, please bring the result with you.
- 3) **Arrive 30 minutes before your scheduled appointment** and proceed to Central Triage / screening area.
- 4) After the final screening by the Triage Officer, you will be allowed to go up to doctor's clinic 15 minutes prior to scheduled appointment.
- 5) When you arrive **more than 15 minutes AFTER** your scheduled appointment, you will NOT be allowed to proceed and must reschedule the consultation with the doctor/medical secretary.
- 6) Should there be any need to cancel or reschedule your appointment, please inform the doctor/medical secretary 24 hours before the scheduled date.

### REMINDERS:

- 1) Only patients with appointments will be seen. **NO walk-in patients will be accommodated.**
- 2) **"NO MASK, NO ENTRY"** for all individuals
- 3) Only patients requiring special assistance (elderly, minor, PWD) may bring one (1) companion to clinic visit.
- 4) Bring laboratory results and list of current maintenance medicines to make the most of your clinic visit.
- 5) Physical distancing needs to be strictly followed.
- 6) Practice hand hygiene before, during, and after clinic visit.