



Welcome to Susitna Surgery Center. We are committed to providing you with the highest quality surgical services available.

Your health and safety are our highest priority. Our staff, of highly qualified professionals, is available to answer any questions or concerns you may have.

### **Pre-Registration**

You will need to fill out your registration and medical history online with **One Medical Passport** as soon as your procedure has been scheduled. This process will help expedite your registration and allow our nurse to access the information you entered so we can provide the best care possible. You may also receive a phone call, email, or text from One Medical Passport directing you to complete your medical history.

Be sure to have the following information available before starting your Medical Passport:

- Your health insurance information
- The names, addresses and phone numbers of your physicians
- A list of all medications you are taking, their dosage and frequency
- A list of all surgical procedures you have had and their approximate dates

To begin your online Medical Passport for first time users please follow the instructions on the back of this page.

Please bring your photo ID and insurance cards with you on the day of your appointment.

We ask that your driver stay in the facility. If your driver needs to leave they will need to be able to return within 15 minutes.

Thank You for entrusting your healthcare needs to us.  
Please do not hesitate to call us at (907)-861-6540 with any questions.

2490 S. Woodworth Loop  
Suite 100  
Palmer, AK 99645

PHONE 907.861.6540  
FAX 907.861.6309

# Patient Registration Guide

Susitna Surgery Center

Physician: \_\_\_\_\_ Procedure Date: \_\_\_\_\_

In order to provide you with excellent care and minimize long phone interviews and paperwork, Susitna Surgery Center asks that you complete an online registration with One Medical Passport®. The website will guide you through a series of questions on your medical history. *You may also receive a phone call, email, or text from One Medical Passport directing you to complete your medical history.*

## Begin Registration on Our Website

Start on the One Medical Passport registration page, [www.onemedicalpassport.com/fid/1101](http://www.onemedicalpassport.com/fid/1101) (shown below).

## Create Your One Medical Passport Account First Time Users:

First time users of One Medical Passport should click the green **Register** button and create an account. Answer the questions on each page, then click **Save & Continue**. Once complete, you will be prompted to click **Finish** to submit your information to us. The information you provide is kept on a secure site, is password protected by you, and is never shared with anyone other than your healthcare team.



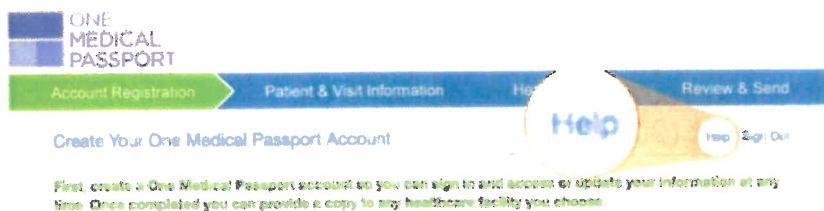
Username chosen: \_\_\_\_\_

Password chosen: \_\_\_\_\_

## Returning Users (to Update an Existing Account)

Enter the username and password you chose in the Welcome Back area and click **Sign In**. You can then access your account and make any updates to your medical history.

## Need Help to Complete a Registration?



Each page has a **Help** link you may click for assistance. If you are unable to complete your medical history online, a pre-admission nurse from our facility will contact you by phone close to the date of your procedure to complete your history with you.