

DFC DISCHARGE POLICY STATEMENT

In order to maintain continuity of clinical treatment and established treatment standards, we require all clients to notify us regarding their planned discharge date.

If there is a change in your planned discharge date, we request that you contact our Client Relations Representative, Dina Lumia (dina.lumia@duke.edu) at 919-684-9746, or Accounting Representative, Bobby Cale (cale001@mc.duke.edu) at 919-684-9786 as soon as possible. In the event of an emergency that occurs outside our normal business hours (Monday – Friday) 8-5pm, you may also contact the front desk at 919-688-3079 (press 2).

RETURN PARTICIPANT CANCELLATION/NO-SHOW POLICY

Because we accept a limited number of reservations each week, we ask your assistance in informing us of cancellations as early as possible. This will allow us to offer your space to someone else.

ENHANCED MEDICAL ASSESSMENT

An Enhanced Medical Assessment is available to all Return clients, for additional fee. This package includes the more thorough medical history, physical exam and panel of laboratory testing provided to New and Return-New clients. The Enhanced Medical Assessment may be particularly appropriate for a Return client wishing to address multiple or complex issues during their stay at the DFC. Specialty consultations for evaluations and services beyond those available at the DFC may be available at the client's expense. **Clients who would like specialty appointments are encouraged to notify us at least two months in advance of their visit to allow sufficient time for scheduling.** Exercise testing may be recommended or required for an additional fee.

Packing For Your Trip!

When packing, remember to bring:

- ❑ **the forms from this packet and your medical records**
- ❑ any current medical prescriptions (the actual bottles)
PLEASE BRING YOUR PRESCRIPTION BOTTLES TO YOUR FIRST CLINIC VISIT
- ❑ a notebook and pens to take notes during lectures
(you may bring a tape recorder if you'd like to record a lecture)
- ❑ exercise clothing, walking/running shoes, and socks
- ❑ a swimsuit (required in whirlpool, sauna and steam room)
- ❑ pool shoes and, if desired, goggles
- ❑ casual clothes
- ❑ a watch
- ❑ a calculator to count daily calories
- ❑ a portable CD player or Ipod, if preferred
- ❑ Sun block
- ❑ Padlock or combination lock for locker
- ❑ Duffle Bag
- ❑ Light jacket, sweater, or sweatshirt (meeting rooms can be cool)



Dress around the DFC is generally very casual. Occasionally, special events are planned at which you are encouraged to “dress up.” Most people choose to wear exercise or other very comfortable clothing during the day and for dinner as well.

The DFC is approximately a 15 minute drive to several shopping malls, which include sporting goods and clothing stores for all sizes. If there is anything you forget to bring, it will be easy to find in Durham.

If you expect to need prescription refills while at the DFC, Gurley’s Pharmacy delivers to the Center. Please call them at (919) 688-1368, or fax prescriptions to (919) 682-3191.

If you expect packages, mails, or faxes during your stay, please inform the sender to mail or FedEx to:

Duke Diet & Fitness Center
Attention: Your Name
501 Douglas Street
Durham, NC 27705-3888

Front Desk Fax:
(919) 684-6176
Front Desk Phone
(919) 688-3079 (required for FedEx)

Directions to the DFC Campus

501 Douglas St, Durham, NC 27705

(for further information, call (919) 688-3079, then "0" for the Front Desk Operator)

From the Northeast or West areas:

- From the Northeast corridor, take **I-95** to Petersburg, Virginia. Exit to **I-85** South.

1. Take **I-85** South to Exit 174B (Hillandale Rd). Make left at light onto Hillandale Rd.

2. Go through seven traffic lights, go under Highway 147 overpass, and end at Erwin Road. Make right onto Erwin Rd. At first traffic light make right onto Douglas Street. The DFC is behind the parking deck on your right.

- From the West, take **I-85** to Greensboro, NC. Continue on **I-85** North.

1. Take **I-85** to Exit 174B (Hillandale Rd.). Make right onto Hillandale Rd.

2. Follow step 2 above.

From the Sun Coast and Southeast, or from RDU Airport:

- From Florida or the Southeast, take **I-95** to Benson, NC, and exit onto **I-40** West.

- RDU: Follow airport exit signs to **I-40** West toward Durham and Research Triangle Park.

1. Follow **I-40** approximately 6 miles from RDU to the Research Triangle Park area, Exit 279B, Durham Downtown and merge onto **Route 147**, the Durham Freeway.

2. Follow **Route 147** for approximately 12 miles to Exit 15B, Hillandale Rd/Fulton St. Make left onto Hillandale Rd.

3. Follow Hillandale to the end, which is Erwin Rd. Make right onto Erwin Rd. At the next traffic light, make a right onto Douglas Street. The DFC is behind the parking deck on your right.

From Chapel Hill/Sanford/Pittsboro:

1. Take 15-501 North to exit 107 (Duke University West Campus/751). Make right off the exit ramp onto Cameron Blvd. At the first traffic light make a left onto Erwin Rd. At third traffic light turn LEFT onto Douglas St. The DFC is behind the parking deck on your right.

() Due to frequent road construction, please confirm above directions by calling 1-877-511-4667. This will provide you with local traffic and road construction information.*

PATIENT NOTICE IN ADVANCE OF SERVICES RENDERED

Name: _____ Today's Date: _____

Phone Number: _____

Obesity Treatment

The Duke Diet & Fitness Center is an obesity treatment program. Obesity treatment is considered outside the scope of what most insurance providers consider traditional levels of medical services, and may not be covered by insurance. Payment-in-full is expected at the time of your visit.

Additional Tests and Consults

Your Diet & Fitness Center Physician may recommend additional tests or consults that are not included in the Obesity Treatment Program that may or may not be covered by your insurance plan. You may elect to receive these services at Duke or pursue these recommendations elsewhere.

You may request additional tests or a consult with a Duke specialist, i.e. ophthalmology, dermatology, etc. These additional tests and consults **are not** included in the Obesity Treatment Program, but we will be happy to schedule these appointments for you.

Self Pay

The Duke Diet & Fitness Center is **not** part of the Private Diagnostic Clinic, PLLC (PDC) at Duke University Health System. As such, the Duke Diet & Fitness Center Program does not participate in any of the PDC's health insurance assignment agreements or managed care contracts. However, the Duke Diet & Fitness Center will file a small portion of the program to Medicare.

I understand that:

- ◆ I am financially responsible for all charges associated with my Obesity Treatment Program and that payment-in-full is required upon admission.
- ◆ The Duke Diet & Fitness Center Program does not participate in any health insurance assignment agreements or managed care contracts (except Medicare), nor does it file health insurance claim forms (except for a small billable amount to Medicare) or provide health insurance claim forms for any services associated with my Obesity Treatment.
- ◆ The Duke Diet & Fitness Center protects the confidentiality of all medical information.

Do you receive Medicare benefits? Yes No

With my signature, I am indicating that I understand my financial commitment for participating in the Duke Diet & Fitness Center Program.

Patient/Guarantor's Signature

Charge Card Authorization Form

I hereby authorize the Duke Diet and Fitness Center, Durham, NC, to charge the credit card listed below for services rendered or merchandise purchased by me during the course of my visit, or for services rendered and merchandise purchased by _____ that have been authorized by me during his/her visit. I understand that all outstanding balances remaining that have not been paid at the time of departure will be charged to this card.

Print Name of Cardholder

Date

Signature

American Express Discover MasterCard Visa

Card Number

Expiration Date

Zip Code of Cardholder