



**DELMONT**

PRIVATE HOSPITAL

# **GP OPEN REFERRAL for appointment with PSYCHIATRISTS /ADDICTION SPECIALISTS**

## **STEP 1**

**FAX Referral Letter to  
(03) 9834 3666**  
Attention Consulting Suites  
Address to: 'Dear Doctor'

## **STEP 2**

- Referrals to include:**
- Patient's Name • Address • Contact numbers • Date of Birth
  - Private health fund details and membership number
    - Outline diagnosis • Current issues
    - Previous treatments • Current regime
  - Patient's time, availability for appointment,

## **STEP 3**

**The Consultant Suite Receptionist will  
contact the patient to schedule the next available  
appointment after the Specialist accepts the referral**

## **STEP 4**

If you have any enquiries regarding status of  
**patient's appointment contact:  
Consulting Suite Reception 9834 3600**

## **STEP 5**

If you have any queries,  
**please call 9834 3600** for further assistance