

DIVISION OF DERMATOLOGY

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Referrals Guidelines for General Dermatology

Please include:

- 1) Correct patient demographics (patient name, alternate names, OHIP number, correct address and phone number)
- 2) Please indicate duration, location, and history of problem. Please indicate previous treatments.
- 3) Pertinent past history (comorbidities, blood disorders, etc.)
- 4) Relevant biopsy reports
- 5) Notes from previous dermatology visits

** Consults with information inadequate for triage may be sent back for clarification. **

Please do not advise patients on wait times to appointment as all referrals are triaged based on urgency. Most appointments will be mailed but consults triaged as urgent may be called for their appointment.

Please inform your patients that if a patient does not show to the first appointment the referral will be sent back to the referring practitioner. If a patient misses multiple follow-up appointments they will also be discharged and will need a new referral to be seen.

** Cancelling less than 1 business day prior to an appointment is considered a no-show as another patient cannot be booked in the spot. **

Thank you for following and informing your patients of these guidelines as they will ensure the maximal efficiency of our office to provide optimal care for patients with skin problems.