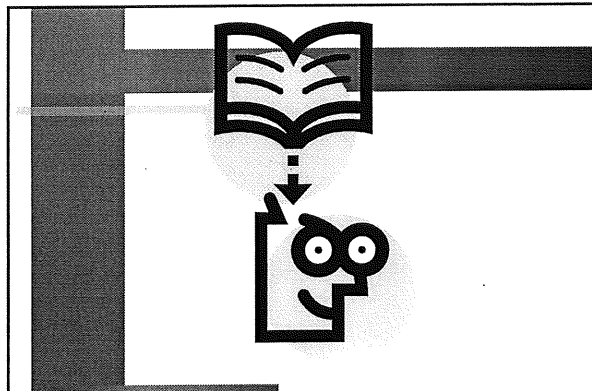
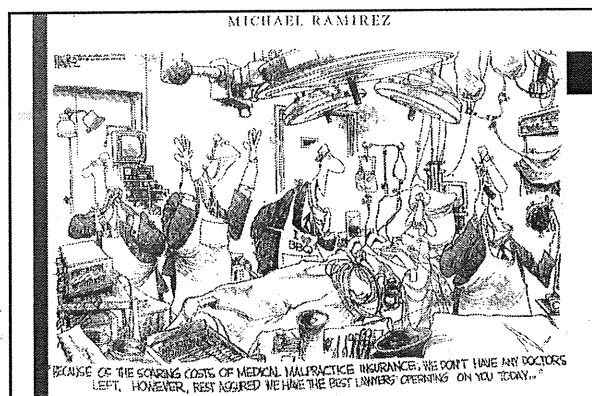
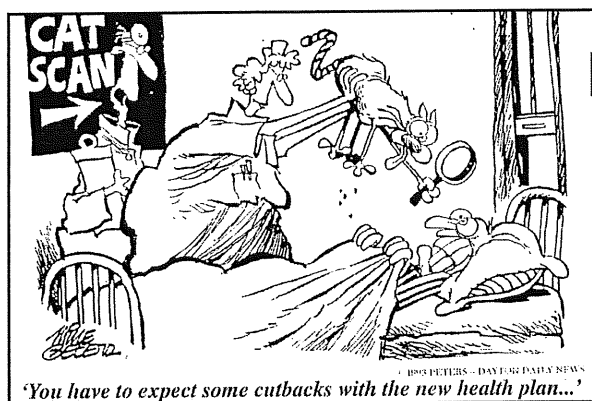


•Andrew L. Sew Hoy, M.D.



## Aoteoroa

- "the land of the long white cloud"
- 3.5 million people
- 65 million sheep
- 12 hours from Los Angeles by 747



## What an AME Should Expect from the Lawyers

Andrew L. Sew Hoy M.D.

Costa Mesa

December 11th 2004

### Prior to the Appointment

- A joint signed letter, or positional letters
- Relevant medical exhibits
- An agreed upon schedule of records submitted for review

### Reasonable Timeframe

- One month prior to the appointment.
- Why is this important?
- need time to read the AME letter, and become familiar with the issues in question, and to review the medical records.

### At a Minimum

- Must have the joint signed letter

### Suggestion

- Establish some office policies:
- Who is responsible for getting this material to you?
  - In my office, it is the scheduling party.
- If nothing is received in a reasonable time.
  - Call both parties one month and one week prior to the examination.

### Appointments: Nuts & Bolts

- A lot of information is needed.
  - Who are the parties involved?
  - Does the patient need an interpreter?
  - Are there deadlines involved?
  - Do unusual circumstances exist?

### Appointments: Nuts & Bolts

- Tell the scheduling party
  - When the joint signed AME letter, schedule of records, and the records themselves are expected. (Suggest 1 month prior to appt.)
  - Date and time of the appointment.
  - Grace period?
  - Ask for a copy of the appointment letter to the patient.

### Appointments: Nuts & Bolts

- Tell the scheduling party
  - Cost of parking.
  - Policy regarding late cancellation and cancellation fee.
  - What is a “late cancellation”?
  - Suggest 1 to 3 working days prior to the appointment. Set your own policy, but put the onus on the scheduling party.

### Appointments: Nuts & Bolts

- How best to do this?
  - Takes a lot of time on the phone.
  - Consider the use of a form which is faxed to the scheduling party, which is completed, and faxed back to your office.
  - On receipt the scheduling party is called with the appointment date and time.

### Read the Joint Signed Letter!

- Read the AME letter before seeing the patient.
  - Letter may be generic.
  - Both parties may want you to address only specific issues. Answer only the questions asked. Don't further complicate the case, as other issues may have already been settled.

### Attorneys Should

- Be specific about the issues in question.
- Supply the information necessary so that decisions can be made.

### Tip

- Reviewing the joint signed letter may alert you to potential billing issues.
  - e.g. one question asked, ten inches of medical records submitted for review.

### Medical Records

- Paper records
- X-rays, MRI's, CT scans
- Videotapes, DVD's

### Medical Records

- Supposed to personally review the records.

### Medical Records

- What I do:
  - Records summarized.
  - Copies of test results, operative reports, depositions, prior settlements flagged.
  - Personally review videotapes, X-rays, MRI's

### Medical Records

- Be alert!
  - Wrong patient
  - Irrelevant records
    - I do not comment on records that are not germane.

### Designation of Records

- Doesn't happen for Orthopaedic AME's in Southern California.
- Would be great if it did!

### Summary

- Before the appointment, need:
  - Joint signed AME letter, with specific questions relevant to the case.
  - Jointly signed schedule of records submitted for review.
  - The records themselves.

“The art of medicine lies in keeping the patient amused, whilst nature cures the disease...”

Voltaire