

It is imperative that all paperwork is completed online prior to your appointment. Ensure that all fields are completed. If something does not apply to you, please put N/A or NONE; please do not leave any blank fields.

1. Go to our website at [www.csaok.com](http://www.csaok.com), and select the "Patient Information" tab.
2. Before completing any paperwork, download the Pre-Operative Packet (no need to print; you may read it on your computer) and read thoroughly.
3. After you have read the Pre-Operative Packet, click on "Patient Login." Enter your user name and password to log in. This will be the same user name and password that you created when you initially completed the Online Medical History form.
4. The first page is your general summary, which was completed by a member of our staff. Click on the "Demographics" tab at the top and confirm all of your information is correct. When finished, scroll to the bottom and click "Save."
5. You should now be at the top of the "Forms" section.
6. There are two forms available for completion. If you are scheduled for a consultation, only complete the form titled "Online Medical History" by selecting "Fill Out This Form."
8. Please ensure that all eight sections are completed by selecting the circle in the top left of each box. When you have completed section eight, you must click the FINALIZE button or we will not receive your information. If you are unable to complete it in one sitting, click "Save" and return later.

Please also read through the procedure-specific consent(s) on the procedure(s) for which you are scheduled. These consents can be found on our "Patient Information" tab under "Procedure-Specific Consents." All patients will be required to acknowledge access, availability, and opportunity to review and discuss the information contained in the consents appropriate to your surgery. On the day of your surgery, your signature will be required as confirmation of your review of the documents appropriate to your surgery. If you have any questions, please don't hesitate to contact our office at 405-842-6677.

Thank you and we look forward to meeting with you!