

## what to expect

On the day of your initial appointment, you should aim to arrive 15 minutes early to fill out some paperwork. You will likely be seen by the nurse for a quick chat before seeing our doctor. You are welcome to attend alone or bring a friend or family member along with you for support

## waiting for results?

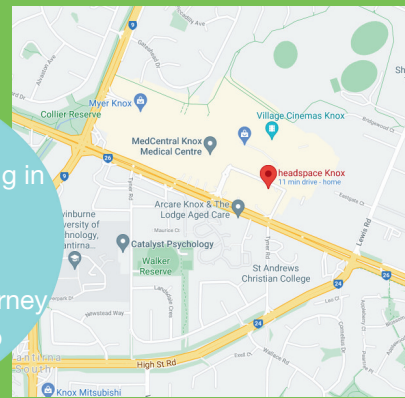
If you have seen our GP and are waiting for results, please call to make a follow up appointment. You should not assume your results are normal just because we haven't been in contact



## contact us

There is free 3 hr parking in Westfield Knox.

Visit [www.ptv.vic.gov.au/journey](http://www.ptv.vic.gov.au/journey) to plan your bus trip



Westfield Knox Ozone  
2 Capital City Boulevard  
Wantirna South, VIC, 3152



Phone: [03 9801 6088](tel:0398016088)  
Fax: [03 8677 9081](tel:0386779081)  
Website: [headspace.org.au/Knox](http://headspace.org.au/Knox)  
Email: [admin@headspaceknox.com.au](mailto:admin@headspaceknox.com.au)



General Practitioner Clinic Hours  
Monday: 9am - 5:00pm  
Tuesday: 9am - 5:00pm  
Wednesday: 9am - 5:00pm  
Thursday: 9am - 5:00pm  
Friday: no General Practitioner  
Saturday: Closed  
Sunday: Closed



If you need to speak to someone urgently, please call Lifeline on 13 11 14, Kids helpline on 1800 55 1800 or 000 for emergency assistance

headspace Lilydale & Knox are operated by EACH and is supported by funding through the Australian Government's PHN program.

headspace National Youth Mental Health Foundation is funded by the Australian Government Department of Health.

headspace acknowledges Aboriginal and Torres Strait Islander Peoples as the First Peoples of Australia and we pay respect to the Elders past and present who we share this great country.

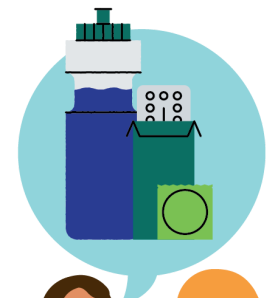


headspace  
Knox

## let's talk GP Clinic

### services we offer:

- Mental Health services
- Physical health
- Sexual health
- Information and advice
- Prescription medication
- Referral to specialist health services



# Looking after you and your information

## making an appointment

Appointments can now be booked and managed through hotdoc - Visit [www.hotdoc.com.au](http://www.hotdoc.com.au) or download the app. You can also call us on (03) 9801 6088 during business hours.

## what to bring

Please bring your Medicare card and healthcare/pension card to your appointment

## after hours GP service available

For afterhours GP assistance please call 13SICK (13 74 25) or download the 13SICK app from the app store



### Communication Policy

headspace Knox will endeavour to reply to all communication within 48hrs of contact. Please be mindful that we are closed on weekends and public holidays. If your query is urgent in nature, please let our reception staff know. For your privacy we will only communicate with the patient or authorised third parties.

### Privacy Policy

We are obligated by law to maintain strict policies and procedures regarding access to your personal information. We will only release personal information about you if you provide consent, unless there is a serious and imminent threat to life, health, safety or welfare, danger or abuse of a child/young person or pursuant to some types of court orders. Our full client information privacy statement is available on the website [each.com.au](http://each.com.au)

### How we manage your information

Clients accessing headspace Knox GP clinic will have an electronic record containing information such as your name, contact details, advice you were given and other information relevant to the service provided to you. Your information is secure and can only be accessed by authorised staff.

### Complaints and feedback

If you have a complaint or are unhappy with any aspect of our services, we encourage you to speak directly with your service provider about the matter or, alternatively, ask to speak to their manager. If the issue has not been resolved satisfactorily you can contact the Complaints Officer on 1300 00 EACH (1300 003 224), or fill in a Feedback and Complaints form and mail it to EACH

headspace welcomes feedback that helps us improve our services to young people and their families.

## Our GPs

Dr. Bronwen Trivett

Dr. Carmel Swiggs

Dr. Natalie Barton

Dr. Purani Kumar

## Our Nurses

Beck Wallis

Hayley Schmiedel

Em Radegonde

## we are a bulk billing practice

