

# 門診就醫流程

## The Procedure of Outpatient Visits

初診病患 First-time patients

複診病患 Follow-up patients

### 掛號 Registration

#### 現場掛號 On-site registration

- \* 掛號櫃台 Registration counter
- \* 自動掛號機 Automatic registration

#### 預約掛號 Pre-registration

- \* 人工電話預約 Phone registration
- \* 語音電話預約 Computer voice registration system
- \* 自動掛號機預約 Automatic registration
- \* 網路預約 Web Site registration

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<http://www.tzuchi.com.tw>

- \* 醫師診間回診預約

#### Appointment by physician at clinic

- \* 出院預約

#### Registration for discharge follow-up

至掛號櫃台辦理報到手續  
(備妥身份證明文件及健保卡)

**Report to the registration counter with your ID credentials and National Health Insurance IC Card**

依掛號號碼至各診區候診  
**Go to the clinic waiting area and wait until your number comes up**

當日看報告  
If you need to check the lab/exam results at the same day

醫師看診 開立醫囑  
**Physician sees patient and makes out a prescription**

檢查/檢驗  
檢查/檢驗排程  
**Lab/Exam if necessary**

批價櫃台批價、繳費  
**Pay your expenses at the cashier**

住院中心安排住院  
**Arrange hospitalization, if necessary**

藥局領藥  
**Go to the pharmacy for your medications, if necessary**

未開藥 No medication

門診注射室打針  
**Injection, if necessary**

平安離院  
**Finish & go home**

