

### Cosmetic procedure scheduling

- a) Click on the link to the WRNMMC Dermatology website ([https://tricare.mil/mtf/WalterReed/Health-Services/A\\_F/Dermatology](https://tricare.mil/mtf/WalterReed/Health-Services/A_F/Dermatology)). Under the subtitle “Procedural Dermatology” is a link to the cosmetic procedure request form. Complete this form to the best of their ability and click “Submit.”
- b) Your name will be added to a running list of patients requesting cosmetic treatment at WRNMMC. The list is sorted by date and will be first come, first serve.
- c) If/When you are contacted for treatment, you will be contacted by phone or email and will have 48 hours to respond. If you do not respond within 48 hours, you will be taken off of the cosmetic wait list and will have to re-submit your request for treatment. The appropriate procedure will be determined by the resident at the time of contact and instructions regarding the expectations and treatment will be discussed. Payment information will be delivered at that time and a plan for the fee form will be discussed. Patients will be expected to provide proof of payment at the time of the treatment.
- d) Follow-up related to the specific cosmetic treatment will be discussed (e.g., touch-up for asymmetry with Botox, complication from dermal filler injection, etc.) at the time of the procedure. Patients WILL NOT RECEIVE FOLLOW-UP PRIORITY FOR ADDITIONAL COSMETIC TREATMENT. You will be required to return to the website above and complete another request for treatment. The intention of this requirement is to maximize the residents’ exposure to a variety of patients and treatments as well as to maintain equitable access to the cosmetic service by ALL patients.
- e) Cosmetic procedures are scheduled on a time- and space-available basis only. All of our medically necessary procedures (skin cancer excisions, electrodesiccation and curettage, ablative laser treatment for actinic damage, wounded warrior scars, congenital malformations, etc.) take priority.
- f) Your cosmetic procedures may be cancelled in the event that clinic space is needed for medically indicated procedures.
- g) Our cosmetic list traditionally fills up very quickly and can be long. There is NO GUARANTEE that you will receive cosmetic treatment. None of these cosmetic procedures are medically necessary: there are numerous civilian dermatology and plastic surgery clinics that offer similar cosmetic treatment options and do NOT require a TRICARE referral to be seen for consultation. All patients are welcome to pursue treatment in the civilian sector and encouraged to do so if they are interested in more timely care.
- h) The cosmetic list will reset every new calendar year. This is performed to prevent the extraordinarily long wait times often associated with cosmetic requests and the administrative burden created in an attempt to contact patients who move out of the area.