



Bruce D. Lawrence DO • Mark E. Dyball DO • James F. Heming DO
Matthew J. Marquart DO • Michael I. Quinn MD • Tudor R. Tien MD • Todd A. Sandrock DO

PATIENT:

APPOINTMENT DATE & TIME:

SPECIALIST YOU ARE SEEING:

PLEASE FILL OUT THE ENCLOSED PAPERWORK WITH A BLACK PEN AND BRING PAPERWORK WITH YOU TO YOUR APPOINTMENT.

WHEN YOU COME IN FOR YOUR APPOINTMENT, WE WILL NEED TO COPY YOUR DRIVERS LICENSE AND INSURANCE CARD(S) AS WELL AS ANY CURRENT TESTING (MRI, CT, EMG, etc.) PLEASE BE SURE TO BRING THESE WITH YOU.

REMEMBER, IF YOU HAVE AN HMO INSURANCE YOU MUST HAVE A REFERRAL FROM YOUR FAMILY DOCTOR. CALL THEIR OFFICE TO CONFIRM A REFERRAL HAS BEEN DONE. IF A REFERRAL HAS NOT BEEN PROCESSED, WE WILL NOT SEE YOU. WE APOLOGIZE FOR THE INCONVENIENCE BUT MUST FOLLOW HMO GUIDELINES.

PLEASE INFORM US OF ALL AREAS FOR WHICH YOU WISH TO BE SEEN PRIOR TO SCHEDULING SO WE MAY ALLOW AMPLE TIME FOR THE DOCTOR TO SPEND WITH YOU. WE TYPICALLY SEE ONE AREA PER CONSULTATION BUT IF MORE THAN ONE ISSUE IS CONTRIBUTING TO YOUR PROBLEM, THE DOCTOR NEEDS TO KNOW THIS PRIOR TO YOUR APPOINTMENT.

IF YOU DO NOT SHOW FOR YOUR APPOINTMENT OR CANCEL 24 HOURS PRIOR TO YOUR SCHEDULED APPOINTMENT, THERE WILL BE A \$50.00 FEE.