



## WELCOME

You have an appointment with \_\_\_\_\_ on \_\_\_\_\_  
At: \_\_\_\_\_

The conditions our patients have can make it **very uncomfortable** for them to wait in our lobby or exam rooms for long periods of time.

Therefore, we work very hard to see patient's on-time.

It is important for our new patients to understand that we need your help in staying on schedule.

- ❖ PLEASE ARRIVE TO THE APPOINTMENT WITH ALL FORMS PROVIDED TO YOU - COMPLETE. Failure to have them complete will result in our needing to reschedule your appointment.
- ❖ We can assist you by phone if you need help completing the forms enclosed – feel free to call us at 360-425-3720
- ❖ Arrive with your insurance card in hand.
- ❖ You will be asked to provide a urine specimen – Please plan on providing one at your appointment. For your comfort we can always collect it as soon as you arrive to keep you comfortable.

### Forms:

- ❖ Registration – Complete the form in its entirety – if you need assistance, please call. Please bring all insurance cards with you, this will help us bill the insurance company before billing you directly.
- ❖ Health History – It is important your provider have as much health information as possible – Please be certain to list ALL MEDICATIONS including herbs and vitamins.
- ❖ Financial Policy – Review and sign

Please return all three (3) forms in the self-addressed envelope at least one (1) week prior to your appointment.

If you need to change your appointment, please provide at least 24-hour notice. This will allow someone else to use that appointment time.

We look forward to providing you care. Please do not hesitate to call with questions regarding your upcoming appointment.

### OUR LOCATION

625 9<sup>TH</sup> Ave, Ste 120  
Longview, WA 98632