



NEW PATIENT INFORMATION

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PLEASE ARRIVE 15 MINUTES EARLY FOR YOUR APPOINTMENT

You have been scheduled for an office visit with one of our providers. Please be sure to bring all required items listed below to your appointment.

1. New patient registration forms will be mailed to you. Please bring these documents completed to your appointment.
2. **Please bring your insurance card(s) AND photo ID to your appointment.**
3. **Bring all medications you are currently taking in the original bottles.**
4. **It is very important that we have your past pertinent medical records.** Please verify that these records are being mailed or faxed to our office from your referring physician's office prior to your appointment. This allows our physician to review your records prior to your appointment.
5. If you are a member of a managed health plan such as Coventry HMO/POS, AETNA, CIGNA, Tricare, or UHC Compass, you will need to obtain a written referral from your primary care physician. You may verify in advance that your referring physician's office is taking care of any necessary referrals. If you have any questions, please contact our office at 316-686-5300 for assistance.
6. If you are a member of any insurance plan that requires a written referral and you do not obtain authorization from your primary care physician prior to your visit, **you will be responsible for all charges at this appointment.**

For any questions or to reschedule your appointment please call our office at 316-686-5300, option 1.

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