



CONSULTATION BY APPOINTMENT

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Dear Patient:

We look forward to seeing you at our office. We have enclosed several materials to help facilitate your visit. Your appointment card has also been included. Please check it carefully. If this date and time are not convenient, please let us know as soon as possible and we will try to arrange a new one.

Please be sure and read over all the materials. The purpose of this paperwork is to update your records with the most current and accurate data. Please fill in any data that has changed since the last time we have seen you. You may fill in only the spaces that have changed if you wish. Incomplete or inaccurate insurance or demographic information may cause you to be responsible for the entire bill for your visit so please be accurate as possible.

It is also very important that you bring any insurance cards at the time of your appointment. If your insurance requires you to have a referral to see a specialist, you will be required to bring this with you. If you do not have your referral at the time of your visit, we may be forced to reschedule you. **If you do not have your updated patient paperwork filled out and mailed in ahead of time we will be forced to reschedule you.**

We make every effort to see our patients as close to their appointment time as possible. Please understand that we are a surgical practice and therefore subject to emergency room and operating room circumstance that are unplanned. We ask your indulgence should a delay occur.

Sincerely,

Drs. DeMarco, Genvert, Maull, and Edney

**Arrival time for your appointment:**

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