



Dear Valued Patient,

Our records indicate you have an upcoming appointment with our office. For your convenience, we have enclosed the new patient information to be completed. Please bring these papers, completed, to your appointment.

Please arrive at our office 30 minutes prior to your scheduled appointment time for registration. Also, please bring the following items with you:

- Valid Identification, such as a Driver's License
- Insurance Cards, along with any copayments and/or coinsurances due
- All current medications, please bring the actual bottles
- X-ray films, if you have had previous x-rays at another facility, please bring the actual films or disc, and if available, written report. If the test was performed at Springs Memorial Hospital or Lancaster Imaging Center, you **DO NOT** need to get disk. We have access to them
- Co-pays are due at time of service
- **If you have an email please add to the paperwork. Patient portal will be addressed at your visit**

Should you require additional information, please do not hesitate to contact us. We look forward to seeing you!

Sincerely,

Tracie Snipes
Lisa Graham

Tracie Snipes
Lisa Graham
Clinic Office Coordinator