

**ENDOCRINE ASSOCIATES OF FLORIDA, P.A.**

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Attn: New Patients

Thank you for choosing Endocrine Associates of FL, P.A. and welcome to our practice.

Please find enclosed information needed for your first visit. **Complete all forms entirely** and bring them to your appointment. **PLEASE ARRIVE AT LEAST 20 MINUTES BEFORE** your scheduled appointment time so that we may process your paperwork.

Please remember to bring the following to your appointment:

1. **Insurance Card(s)**
2. **Driver's License or photo ID**
3. **Labs and/or test results or records from your referring doctor. If you arrive without records or your doctor has not sent your records - you will not be seen.**
4. **A list of all your medications and dosages you are currently taking (including over the counter medications), as well as the name and phone number of the pharmacy you use. We will send prescriptions electronically to your pharmacy.**
5. **A copy of your authorization/referral from your primary care physician (if required by your insurance)**
6. **Any copay, deductible, and/or coinsurance you are responsible for will be collected upon check-in. Please contact our office or your insurance company prior to appointment if you are not sure what your copay, deductible, or coinsurance might be.**

**We accept Cash, Visa, MasterCard, American Express, or Discover Card. NO CHECKS.**

If you have an HMO, EPO, or POS plan and require a referral to see a specialist, please make sure to contact your primary care physician and have this information sent or brought to our office **PRIOR** to your appointment. If we do not have an authorization/referral, we will have to reschedule your appointment.

Thank you for the opportunity and confidence in allowing us to participate in your care. We look forward to meeting you.

The Physicians and Staff