

Thank you for scheduling an appointment with Lung Associates of Sarasota. It is our pleasure to welcome you in advance of your first visit. Enclosed, you will find some patient information that will help familiarize you with the practice and how we operate. If you have any questions after reading the material, please feel free to contact us. Please complete the enclosed forms and either fax them to us or bring them in with you to your appointment. If you are being seen for a sleep disorder, please complete the Sleep Questionnaire as accurately as possible prior to your visit.

It is very important that all the medications you are taking are listed on the last page of the Health Questionnaire and are inclusive of the dosage and frequency. If you are unsure of this information, please bring your medications in with you at the time of your visit.

With recent changes in government guidelines regarding confidentiality issues and insurance policies, we request the following information at every visit:

- ***A copy of your most recent insurance card.***
- ***An HMO authorization. If you have an insurance that requires prior authorization, please be sure that your primary care physician has sent it. If we do not have your authorization at the time of your visit, you will be responsible for payment. To avoid this situation, please call us the day before your appointment and be sure your authorization is here.***
- ***All co-payments are due at the time of service. This is part of your contract with your insurance company.***

With consideration to our patients with sensitive airways, we ask that you please refrain from wearing any perfumes or colognes when visiting our office.

If for any reason you need to cancel your appointment, we require 24 hours' notice, or a charge may incur. The doctors can help other patients if extra time on their schedules becomes available through cancellations.

We appreciate the opportunity to assist you in your medical care and will work diligently to provide you with professional and quality service.

Free parking for our office is available in the Waldemere Garage. You may also choose to use the valet service for a nominal cost. Please allow 10 minutes for valet or garage parking and getting to our office on the 7th floor.

Weapons of any kind are not permitted in the building or in our office.