

# CARDIOVASCULAR CONSULTANTS HEART CENTER

## **BRING ALL YOUR MEDICATIONS**

**WE KNOW THAT THINGS COME UP AND SOMETIMES YOU CAN'T KEEP A SCHEDULED APPOINTMENT. PLEASE LET US KNOW IF YOU NEED TO CANCEL AS SOON AS POSSIBLE SO WE CAN OFFER YOUR APPOINTMENT TIME TO ANOTHER PATIENT.**

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### **HELPFUL TIPS TO MAKE YOUR APPOINTMENT RUN SMOOTHLY**

- **PHONE NUMBERS**  
PLEASE PROVIDE US WITH THE BEST NUMBER TO REACH YOU.
- **UPDATING CONTACT INFORMATION**  
PLEASE UPDATE YOUR ADDRESS AND PHONE NUMBER.
- **CO-PAY**  
PLEASE BRING YOUR CO-PAY AT TIME OF VISIT.
- **PRIMARY DOCTOR INFORMATION**  
LET US KNOW IF YOU HAVE A NEW PRIMARY DOCTOR.
- **APPOINTMENT CONFIRMATION**  
PLEASE CALL US BACK AS SOON AS YOU GET A MESSAGE TO CONFIRM YOUR APPOINTMENT; AT LEAST 2 DAYS PRIOR.
- **MEDICATIONS**  
PLEASE BRING ALL YOUR MEDICATIONS TO EVERY APPOINTMENT FOR YOUR DOCTOR TO REVIEW.
- **INSURANCE INFORMATION**  
CALL OUR OFFICE TO UPDATE INSURANCE INFORMATION PRIOR TO YOUR APPOINTMENT AND BRING YOUR INSURANCE CARDS TO EACH VISIT.
- **TRANSLATORS**  
PLEASE BRING A TRANSLATOR TO YOUR APPOINTMENT IF NEEDED.
- **ARRIVAL TIME**  
PLEASE ARRIVE 15 MINUTES PRIOR TO YOUR APPOINTMENT TIME.
- **OFFICE FORMS**  
COMPLETE ALL FORMS PRIOR TO ARRIVAL FOR YOUR APPOINTMENT.
- **PERSONAL BREAKS**  
PLEASE USE OUR RESTROOM FACILITIES BEFORE OUR MEDICAL STAFF CALLS YOU BACK FOR YOUR APPOINTMENT.