

It is the responsibility of the patient to make sure all imaging studies (MRI, CT, X-Ray, etc.) CDs are physically available for your appointment.

Please Note - the facilities and physician's office will only send reports, not the CDs. **You will need to bring the CDs with you. Otherwise, your appointment may need to be rescheduled.**

- **MEDICAL RECORDS**

Please call your referring physician, primary care and all other physicians involved in your care to request that copies of all medical records related to the condition for which you are being referred be forwarded to our practice prior to your appointment. **Fax to 302-292-8118.**

- **REFERRALS AND AUTHORIZATIONS**

It is your responsibility to obtain from your referring/primary care physician all necessary referrals/authorizations that are required by your medical insurance plan.

Please note: If applicable, additional referrals/authorizations are required from Workers' Compensation Insurance and Auto Liability Insurance plans.

- **MEDICAL HISTORY FORM**

- **PATIENT INFORMATION FORM**

- **MEDICATION LIST**

Please list all prescribed medications, all over-the-counter medications, and all vitamins and herbal supplements.

- **PHOTO ID IS REQUIRED AT TIME OF VISIT**

- **PRIMARY AND SECONDARY MEDICAL INSURANCE CARDS and, if applicable, ALL INFORMATION RELATED TO WORKERS' COMPENSATION, AUTO OR PERSONAL LIABILITY INSURANCE**

- **CO-PAYS ARE DUE AT TIME OF SERVICE**

If you have any questions or concerns prior to your visit, please feel free to call us at the phone number listed on the enclosed letter. Our staff members will be happy to assist you. Thank you for selecting our practice for your medical care.