

APPOINTMENT CHECKLIST

Please read & complete prior to your appointment

Welcome to neary&pavlick. In order to make your appointment go as smoothly as possible, please review and complete the following items on this checklist.

- Please make sure to bring all Medical Insurance Cards
- Please make sure to bring all Dental Insurance Cards (If applicable –If you do not have a card for your dental insurance plans, please have your identification and group numbers, and correct mailing address for claims.)
- Please make sure to have a valid Photo ID (we will make copy for our records.)
- Completed Patient Information Sheet
- Completed Medical History Form (Please provide a list of all current medications taken on a regular basis, including over-the-counter.)
- Signed and dated HIPPA Form
- Referring Doctor Prescription/Referral Form (If applicable-Your Doctor can also email referral to nearyfacialsurgery@yahoo.com or fax it to 330-676-6973)
- X-Rays from referring Doctor (If applicable – we can take x-rays on the day of your visit)
- Co-Pay (If applicable)
- On your first appointment, please check in with the front desk 15 minutes prior to your scheduled appointment.
- To make the most of your appointment, be sure to be prepared with any questions to ask your doctor or express any concerns you have.

**PLEASE CALL US AS SOON AS POSSIBLE IF YOU NEED TO CHANGE
OR CANCEL YOUR APPOINTMENT.**

330-678-6564 or 330-655-9700

Questions?

Your questions are important. Please contact us if you have questions or concerns.