

Dear Patient:

On behalf of our physicians, physician assistant and staff, welcome to Plum Creek Medical Group. Please complete the attached forms and bring them with you to your appointment. Please do not hesitate to mail or drop the completed forms off to our office prior to your appointment date if possible. We would also appreciate having a copy of your previous medical records.

For your first visit please arrive at our office at least 20 minutes prior to your appointment time. Upon registration, you will be asked to read and sign our HIPAA patient confidentiality policy, which describes how your medical records are protected in our practice.

If you have insurance coverage you will need to present your insurance card(s) at the time of your appointment. Co-pays are due at this time. Please contact our business office if you have any questions regarding charges and payments prior to your appointment.

Please provide us with a list of your current medications and immunizations. If you have paperwork that needs to be filled out in order to obtain mail order prescriptions, please bring that with you to your visit.

You will be considered an active patient in our practice once you have been seen by one of our providers for an exam.

Again, welcome to our practice and we appreciate the trust you have placed in us for your health care. We are looking forward to meeting you.

Thank You,

Physicians and Staff at Plum Creek Medical Group

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