

Faculty Internal Medicine

Turkey Creek Office
11440 Parkside Drive
Suite 302
Knoxville, TN 37934
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(865) 377-1002

Halls Office
4005 Fountain Valley Drive
Suite 350
Knoxville, TN 37918
(865) 925-9020
(865) 377-1002

Welcome _____

Your appointment is _____ Time _____

Thank you for choosing our practice for your medical care. The staff of Faculty Internal Medicine want to make your experience with our office pleasurable.

In order to serve you better, we ask you to bring **your current insurance card** and arrive **30 minutes prior** to your first appointment to complete new patient forms.

Please request your medical record be sent to our office prior to your visit or bring records with you. Be aware it may take several weeks for your records to reach us. Enclosed is a **MEDICAL RECORD RELEASE** form to complete and mail/fax/drop off at your previous physician's office.

We ask you bring current medications including dosage and refills needed. We also need your local pharmacy name and phone number.

As per insurance contract, we expect co-pay at the time of service. As a courtesy to you, our office accepts cash, personal checks, Visa and MasterCard.

If you have questions regarding your appointment or office policies, please feel free to contact us. Our office phone hours are 8:00 am to 4:00 pm Monday thru Thursday and 8:00 am to 3:00 pm on Friday.

Thank you,
Faculty Internal Medicine