



Turkey Creek Office

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Cherokee Mills Office

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Welcome _____

Your Appointment is _____ Location _____
(Date and Time)

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

For your convenience, below is a check list of what you need to bring to your first appointment:

New Patient Packet

- Welcome Letter
- Patient Registration Sheet (Please have information available to input electronically)
- Patient Privacy Questionnaire (Please have information available to input electronically)
- Patient History Record (5 pages) (Complete prior to appointment)
- Medication List (Complete prior to appointment)

Insurance card/s

Photo ID

Co pay and/or Coinsurance (for your convenience we accept cash, checks and all major credit cards)

Copy of Living Will

We do ask that you arrive 30 minutes prior to your appointment. This will allow time for you to input your information into our electronic check-in system. This system is an electronic tablet where information is gathered from the patient and electronically transmitted into your medical record, eliminating the need for paper.

We ask that you come to your New Patient appointment fasting in case the physician orders lab work:

AM appointments: Nothing to eat or drink after midnight. You may have water or black coffee.

PM appointments: You may have a light non-fat breakfast 8 hours prior to your scheduled appointment. You may have water or black coffee.

We want to make your experience in our office a positive one. Please alert us to any special needs, questions or concerns. If there is ever anything we can do to improve your experience in our office, please let us know.

Thank you for allowing us to serve you! We look forward to seeing you soon.

Sincerely,
Faculty Internal Medicine