



Main Line HealthCare

Physician Network

Welcome to Main Line Health Care Neurology and thank you for choosing our practice for your needs!

In order to facilitate the timeliness of your visit, we are sending you this packet of new patient information. Please complete all of the paperwork **PRIOR** to your appointment and bring it with you at the time of your visit. If the paperwork is not completed by the time of your scheduled appointment, **the office will have to reschedule.**

Required items for your office visit include:

- Your insurance card
- A valid photo ID
- Any co-pay affiliated with your insurance
- Referrals (If required by your insurance)
- **Completed** paperwork

All co-pays must be collected **at the time of service.** Some insurance companies require referrals for a specialist office visit. Please check with your primary care physician **PRIOR** to your appointment to see if your plan requires a referral for your visit. It is the patient's responsibility to be familiar with their insurance and their insurance requirements. Failure to have any of the listed above will result in the office rescheduling your appointment. Please feel free to call us with questions prior to your appointment so we can assist.

Our office grants a **15 minute grace period.** If you arrive after that, **the office will reschedule your appointment.** We strongly recommend arriving 15 minutes prior to your appointment to allow for parking and transportation to the office.

In the event you need to cancel, the office requires a **24 hour notice** or a **cancellation fee will be issued.**

Our address is:

**Lankenau Medical Center
Medical Office Building East | Suite 256
100 East Lancaster Avenue
Wynnewood PA 19096
Phone: 484-572-6300
Fax: 484-572-6305**

APPOINTMENT DATE AND TIME: _____