

# ITEMS TO BRING TO YOUR NEW PATIENT APPOINTMENT

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**Patient Name:** \_\_\_\_\_ **DOB** \_\_\_\_\_

We are happy that you have chosen Southwest Endocrinology for your endocrine healthcare needs. You are currently scheduled for an appointment with Chandana Konduru, M.D on: **Date:** \_\_\_\_\_

**Appointment Time:** \_\_\_\_\_ **ARRIVAL TIME:** \_\_\_\_\_

**PLEASE arrive at least 30 min prior to your appointment time, this will help the front staff to enter your demographics and the nurse to input all your health information in to the electronic health system.**

**IF YOU ARE LATE, YOU WILL BE RESCHEDULED.**

- New patient paperwork. ***PLEASE MAKE SURE PAPERWORK IS COMPLETED PRIOR TO YOUR VISIT.***
- Photo Identification
- Insurance card
- **ALL MEDICATIONS in their original containers – lists are not acceptable; we must have the bottles!!** This includes prescription and over the counter medications you are currently taking.
- If you are seeing us for diabetes - your glucose meter
- Funds to pay your copay, deductible or co-insurance as we collect for all services rendered at the time of the visit. We accept check, cash, Visa, MasterCard, Discover and American Express.

If you should have any questions or need to reschedule your appointment please make sure to give our office a call 24 hours in advance of your appointment as we do charge a \$25 cancellation fee for any appointments not cancelled in advance. Our office can be reached at 682-302-0430 Monday – Friday 8:30am -12:00 and 1:30pm – 4:30pm. We look forward to seeing you soon!!