

Dear Patients:

Welcome to our office! It is our pleasure to provide you with the best that medicine has to offer. Our highly trained staff is dedicated to helping answer your health and insurance questions.

Enclosed you will find our forms, consisting of Patient Information Sheet, Financial Policy, Statement of Billing, Notice of Privacy Practices, and Medical History. Please take the time to read and understand our policies. Everything must be filled out completely. If you have any questions, please feel free to ask anyone in our front office.

You will be asked to provide your insurance card and a photo ID which will be photocopied for our records.

Due to the many insurance plans available, it is your responsibility as the subscriber to know what your health insurance may or may not cover and to inform our office of any changes to your insurance plan/ coverage.

We do ask that you inform our office 24 hours in advance if you are unable to make it to your scheduled appointment(s). Failure to call our office may result in a charge equivalent to a regular office visit.

We look forward to a long relationship as your health care provider. Thank you and we hope your visit with us is a pleasant one.

Sincerely,

Office Staff of  
Gabriel Carabulea, M.D.