



Board Certified • Internal Medicine • Nephrology

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We have prepared this packet of information and patient forms in order to help make your first visit a convenient and pleasant experience. We ask that you complete the attached paperwork prior to arrival.

When you come for your appointment, please bring the following:

- Completed patient registration form
- Signed Patient Financial Responsibility Policy
- Signed Consent for Treatment / HIPAA release
- **Medical Insurance Cards. If no card is submitted at the time of your appointment you may be asked to pay privately or reschedule your appointment . . .**
- A complete list of all medications, vitamins, minerals, supplements and herbs including the strengths and dosages.
- Photo ID will be required at the time of check-in in order to protect you from identity theft.

Please be prepared to pay the following at the time of your visit:

- Co-payments in full; our office accepts cash, checks, and credit cards.
- If you do not have insurance, please contact our billing office (502-595-7744) and we will give you an estimate of what the cost of your office visit will be. Full payment is expected at the time of service.

Patient with Passport, TRICOR, VA (prime & 2nd) insurances: You will need a referral from your Primary Care Doctor. You cannot assume that referral has been sent to our office. Please contact your primary care office to make sure that the referral has been sent over prior to your appointment. Our billing staff is here to help you in this matter, please feel free to give us a call prior to your visit.

If you are unable to complete your paperwork prior to appointment, please arrive 30 minutes early before your appointment. If you bring in completed paperwork with you, please check in 15 minutes prior to your appointment.