



Dear Patient,

We are very excited to welcome you to our practice, Foot and Ankle Medical Center, And want you to know that we appreciate the opportunity to provide you with medical care. Our Doctors and staff are focused on providing high quality, personal care and Look forward to building a relationship with you.

Enclosed you will find a new patient registration form, patient privacy practices form, and payment agreement form. Having them completed accurately prior to your first appointment is important. We appreciate you taking the time to do so. It is also vital to **bring a list of medications that you are currently taking** for the Doctor and staff to review at each visit. You can expect that your initial consultation will take approximately one hour. **Please show up for your appointment 15 minutes early** so the medical assistant can go over information with you.

As a courtesy, our staff will gladly submit your claims to your insurance company. **Please bring in the most current insurance card to your visit.** We will verify coverage so **please be prepared to pay your co-pay or coinsurance at that time.** If you do not have medical insurance, please notify a member of our office staff and we will be happy to discuss payment options with you. **We do accept Medicaid, but only if your primary care physician has referred you to our office. Please also be aware that if you have an HMO Insurance Plan that your insurance will require a referral from your Primary Care Doctor prior to your visit with us.**

We require 24 hours notice for appointment cancellations so we have a chance to fill your appointment time slot. **Otherwise a \$25.00 “no show” fee** will be billed to your account. We do understand that emergencies happen, but please give us notice.

Also, as a courtesy, all notes and labs from each visit will be forwarded to your providers at your request. If you have any further questions please do not hesitate to call us at **(208)466-3338.**

Thank you again for allowing us to serve you. We look forward to meeting you.

Sincerely,

Foot and Ankle Medical Center
203 12th Ave Rd Ste A
Nampa, ID 83686

WKMH Specialty Clinic
1202 E. Locust Ave
Emmett, ID 83617