

1860 Town Center Drive  
Suite 270  
Reston, VA 20190  
Phone: 703-318-8157  
Fax: 703-318-7525



19455 Deerfield Ave  
Suite 206  
Leesburg, VA 20176  
Phone: 703-858-9608  
Fax: 703-858-9618

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Dear Patient,

Your new patient appointment is on \_\_\_\_\_ at \_\_\_\_\_ arrival time for \_\_\_\_\_ appointment.

The following is our new patient paperwork. Please fill out the forms completely and bring it to your appointment along with the following items:

-Insurance Card(s) and Photo ID (FOR ALL INSURANCES: IT IS THE RESPONSIBILITY OF THE PATIENT TO CONTACT THEIR INSURANCE TO DETERMINE IF THE DOCTOR YOU ARE SEEING IS IN OR OUT OF NETWORK)

-If your insurance is an HMO, please bring the corresponding referral. NOTE: If you do require a referral, please call the office the business day prior to your appointment to make sure we have received it.

-List of all your medications and dosages as well as any medication allergies and reactions (see attached sheet).

-If you had any recent chest x-rays or chest CAT Scans, please bring the disc or actual film, not just the report.

-If you are being referred, please bring any useful information from your doctor to your appointment or have them fax it to our office. Ex. Office visit notes, labs, radiology, etc

If you have any questions about your new patient appointment, need to cancel, or reschedule please call 703-722-1595. If for any reason you are unable to keep this appointment, we need to have 24 hours in advance notice or you will be charged a fee up to \$120.

Thank you for your time and welcome to our practice. Please take note, if you are 15 minutes late for your appointment you might have to reschedule.

-Pulmonary and Critical Care Associates

Reston Office: 1860 Town Center Dr. #270 Reston, VA 20190  
Lansdowne Office: 19455 Deerfield Ave. #206 Leesburg, VA 20176

(11/04/19)

***Specializing in Pulmonary, Critical Care and Sleep Medicine***