



Welcome to Integrated Medical Weight Loss!

Thank you for trusting us to help you achieve your weight loss goals. Our goal is to provide you with the support and tools for healthy and permanent weight loss.

Since we share so much information with you at the time we schedule your appointment we would like to summarize some important information & policies:

- Your first appointment will be approximately 1 hour. Your co-pay is due at the time of the visit. If you have a deductible, we will send you a bill after receiving the insurance EOB. With telehealth appointments being so popular now, we do ask for a credit card to be kept on file for payment of copays at time of appointments.
- Please complete your New Patient Forms prior to your appointment. Links for these forms will be emailed to you at the time of scheduling. If you are unable to complete them electronically, please call and we would be happy to mail a paper packet to you. If not received in advance, we will need to reschedule the appointment.
- If you have had recent lab work and EKG done and have copies of the results, it is helpful to include these with your paperwork.
- Many insurance plans require a **referral**. It is your responsibility to know if you need a referral and please request one from your primary care physician in time for your first appointment. If necessary, we are happy to help you obtain this.
- You will receive two automated confirmations for each appointment ~ a phone call one week prior, a text message 2 days prior. These can also be sent via email if preferred.
- We **require a 24-hour notice for all cancellations**. If you do not show up for your appointment or cancel in less than 24 hours you will be charged up to **\$75.00** for a follow-up visit and **\$100.00** for a New Patient Appointment.
- Our **prescription policy** is to provide refills at appointments, so please schedule accordingly.
- If for any reason our office will be closed (weather, power outage, etc...) we will send out an email, portal message and post a notice on our Facebook page.

If you have any additional questions, please don't hesitate to call, **401-886-9669**.

We look forward to meeting you!