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Dear Patient,

Thank you so much for selecting Arch City Foot & Ankle for your foot care needs. Our entire staff would like to welcome you to our office.

To make your visit to our office more expedient, we are enclosing a Patient Registration Form and a Medical History Questionnaire. Please complete these forms prior to your visit and bring them with you on your appointment day or you may click on our web site under our appointment tab and register as a new patient utilizing our web-based registration. Bring any medications, shoe gear, or previous made orthotics, along with your registration packet to your first visit.

First visits usually take approximately 30 minutes to 45 minutes.

Also, have all your insurance cards with you. If you have an insurance program that requires authorization or a referral form, please obtain this prior to your visit to the office and bring them with you. Applicable copayments and deductibles will be collected from you, for all insurance plans in which we participate. Payment is requested that time of your visit for any copayments or noninsurance services and may be paid in cash or by check or credit card.

We appreciate the trust you have placed in Arch City Foot and Ankle to care for your feet; your feet is a precious gift that deserves the highest quality of care.

If you have any questions, please call 1-800-707-0215.

Sincerely,

A handwritten signature in black ink, appearing to read "Dennis M. Timko".

Dennis M. Timko, DPM