

**PLEASE ARRIVE AT LEAST 30-40 MINUTES EARLY FOR YOUR APPOINTMENT FOR REGISTRATION. Failure to complete forms prior to your appointment AND/OR forgetting to bring any items listed below, could result in a COMPLETE RESCHEDULE of your appointment to a FUTURE DATE/TIME.**

Please understand due to our provider's specialties and trauma call responsibilities to the community, we strive to keep appointments on time. Again, please understand that incomplete paperwork can cause disruptions in the office schedules as well as other patient schedules/care. We appreciate your attention to this matter. We look forward to seeing you in our office.

**REQUIRED FOR YOUR APPOINTMENT**

Please present the following items when you arrive for your office visit. **Your appointment may need to be rescheduled if you do not have needed items upon arrival.**

- If you had an MRI, CT or X-ray related to your condition, bring the images on a CD. IF your MRI, CT or X-ray was performed at a CAMC facility, you do not need to bring a CD due to having access to CAMC Imaging System.**
- COMPLETE ALL PAPERWORK ATTACHED**
- Your insurance card & Government Issued Photo ID.
- Bring a list for ALL prescriptions & over the counter medications you are currently taking.
- Payment for the office visit, co-payment or deductible. We accept cash/check, Visa, MasterCard & Discover.
- For workers' compensation patients, please have your claim number, date of injury, as well as the name of your claims manager and authorization number.

**Your Appointment Information:**

Patient: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

PHYSICIAN: \_\_\_\_\_

**\*\*YOUR INITIAL APPT. WILL BE WITH THE PHYSICIAN'S - ADVANCED PRACTICE PRACTITIONER (Certified FNP or PA)**

**\*\* Attention NEW patients: If you are scheduled with a physician's APP for initial consult. Please read the attached "APP notice for new patients"**

**APPOINTEMENT LOCATION:**

**NEURO/SPINE CHARLESTON LOCATION**

General Medical Pavilion | 415 Morris Street  
Suite 400 | Charleston, WV 25301

**PHONE# :** (304) 344-3551

The Neuro/Spine Charleston location is located in the General Medical Pavilion next to Charleston Area Medical Center, General Division. Parking is available in the parking garage; entrances are located off of Morris and Lewis Streets. There is patient parking lot located across the street from our office/CAMC General Hospital; entrance to lot is located off Washington Street East (next to WALGREENS). Valet parking is available at the entrance to the General Medical Pavilion.

**NEURO/SPINE TEAYS VALLEY LOCATION**

Prestige Park | 400 Prestige Park Drive #A-1  
Hurricane, WV 25526

**PHONE #:** (304) 344-3551

The West Virginia OrthoNeuro - Teays Valley/ Hurricane Location is conveniently located just minutes from the Teays Valley Exit (exit 39) off Interstate 64. After exiting the interstate turning onto WV-34 N, you will take a right on Prestige Park Drive -then follow the road to the back. Our suite #A-1 is located to the back left of the business park.



For more information please visit our website

