

# *Richmond Allergy and Asthma Specialists, P.C.*

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Dear

We look forward to meeting you and assisting you with your medical care.

Enclosed you will find a map, an office brochure, our financial policy and a list of medications for you to review closely. **Please be aware that you may need to discontinue some of your medications prior to your visit.**

Please review insurance company benefits prior to your appointment. If a referral is required, it is your responsibility to obtain.

**On the day of your visit, please be sure to bring** your referral (if applicable), insurance card, our completed financial policy form, a list of your current medications, previous allergy skin test results, and any lab or X-ray reports. For your comfort and convenience, we suggest that you wear two-piece clothing.

**In consideration of all patients who may be allergy sensitive, we request that you refrain from using scented lotions, perfumes, or colognes when visiting our office.**

**Plan on spending most of the day,** because you may have to return in the afternoon for test results and a review with your doctor. **Eat your regular breakfast the morning of the visit.**

Plan to allow extra travel time for increased traffic in the mornings.

Please call if you have any questions prior to your visit. You may reach our Patient Registration Coordinator weekdays at the following number during the hours of:

8:00 AM to 4:00 PM except Wednesday 8:00 AM to 1:00 PM:

**(804) 285-7420 Ext. 5169 or Ext. 5170**

Sincerely,

Richmond Allergy and Asthma Specialists, P.C.