

Dear New Patient,

University Dermatology Center would like to welcome you to our Dermatology practice and are pleased that you have chosen UDC to provide you with Dermatological Services. Enclosed you will find a handouts to help familiarize you with the practice and how we operate. You will also find a patient registration form, HIPPA privacy notice, and Patient Consent. Please fill these out completely and bring them with you on the day of your appointment. If you have any questions after reading the material, I will be happy to answer them for you by telephone prior to your visit.

If you have health insurance, please bring your insurance cards so we can make a copy of them. This is necessary so that we may properly file your claims with your insurance company.

We recommend that you call your insurance company to confirm that we are in your health network and that it is not necessary to obtain a referral to see one of our Dermatologists. This could save you a lot of time and money if you confirm this before the appointment.

If you have seen a dermatologist before, make sure you obtain those records prior to seeing one of our physicians. We have enclosed a release of records so that you can mail the release to your physician.

We look forward to meeting you at the time of your appointment.

If you have any questions regarding the date and time of your appointment, you may email us or call our office at 765-747-6090.

We appreciate your selecting UDC for your dermatological care and will work hard to serve your needs.

Sincerely,

Angel Daniels
Office Manager