



Dear Patient,

We at Florida Electrophysiology Associates (FEA) would like to take this opportunity to welcome you to our practice and thank you for choosing the most experienced practice with over 70 years practicing solely in Electrophysiology. FEA is the largest EP program in the Southeast United States. We combine the latest technology, most skilled technique, and specialized expertise to our patients. We provide only the most advanced care and highest quality, treating our patients like family. We are grateful you choose us and will soon see why patients come to our practice for care from around Florida, the country and the world.

We have prepared this packet of information and patient forms in order to help make your first visit a convenient and pleasant experience. We ask that you please complete the attached paperwork prior to arrival.

When you come for your appointment, please bring the following:

- Completed patient Registration Form
- Signed Patient Privacy Form
- Completed patient History Form
- Signed patient No Show, Late Cancellation Policy
- Medical Insurance Cards. If no card is submitted at the time of your appointment you may be Asked to pay privately or reschedule your appointment.
- A complete printed list of all medications, vitamins, minerals, supplements and herbs including the strength and dosages.
- Written referral from Primary Care Physician, if required by your insurance.
- Previous x-rays, ultrasounds, CAT scans, laboratory test and medical records related to this Condition from your Primary Care Physician or Cardiologist.
- Photo ID will be required at the time of check-in in order to protect you from identity theft.

Please be prepared to pay for the following at the time of your visit:

- Co-payment (we would appreciate the exact \$ amount due to the fact that the office does not Carry an excess amount of change) **Our office accepts cash, checks, VISA or Mastercard for The copayment.**
- If you do not have insurance, please call our office manager at (561)434-0353 ext 4 and we will Give you an estimate of what the cost of the visit will be. Payment is expected at the time of Service.

A NOTE ABOUT REFERRALS: You cannot assume that your referral has been approved unless you have received confirmation from your insurance company. Please call your Primary Care Physician to make sure that the referral has been accomplished prior to your appointment. Our staff is here to help you in

whatever manner we can. If you have any questions please feel free to give us a call prior to your appointment.

If you bring your completed paperwork with you please check in 15minutes prior to your scheduled appointment time to allow our office to complete the administrative portion of your appointment and have your chart ready for the appointment. If you do not bring paperwork please arrive 30 minutes prior to appointment time.

If you are visiting us from out of town, we have an out of town directory we put together with JFK hospital to help with Lodging and Dining during your stay in our area. The directory is located on our website "heartbeatdoctor.com" under patient forms , then out of town patients. (Note: you will also receive one in your packet if you are scheduled for a procedure.) If there is anything we can do to assist you while you are visiting us, please feel free to let us know.

If you did not receive this letter on our website, please check us out at "heartbeatdoctor.com" for more information about all doctors, procedures, forms and office information.

Thank you again and remember, *we are here with you every beat of the way.*

The Florida Electrophysiology Associates Family