

# ASSOCIATED GASTROENTEROLOGY CONSULTANTS, INC.

530 PARK AVE EAST, STE. 207 – PRINCETON, IL 61356 – PHONE: 815-875-8666  
1310 MAPLE DRIVE – PERU, IL 61354 – PHONE: 815-223-1666  
1304 GEMINI CIRCLE, STE. 1 – OTTAWA, IL 61350 – PHONE: 815-433-9666

Dear \_\_\_\_\_,

We welcome you as a patient and appreciate the opportunity to provide you with medical care. Your consultation appointment

with \_\_\_\_\_ has been scheduled for \_\_\_\_\_ at \_\_\_\_\_ in our office. **If this date or time is inconvenient for you, please contact our office as soon as possible. You must provide our office with at least 24 hours notice should you decide to cancel or reschedule your appointment.**

Our provider has been asked to offer his/her opinion and advice regarding the evaluation and management of your gastrointestinal problem. The provider will share his/her opinion with you and when indicated, will recommend a treatment plan or advise you of the need for further testing or surgical procedures. Please use this opportunity to ask questions. It is our experience that the patients who respond the best to treatment are those who are participants in their own health care. You can help in this evaluation process.

## **Things to bring with you or send in ahead of time:**

- Copies of pertinent medical records (labs, X-rays, etc...)
- Completed Health History Form (enclosed)
- Completed and signed Registration Form (enclosed)
- Insurance cards & Co-Pay
- Current Driver's License or other government-issued photo ID

## **Helpful things to know before your appointment:**

- It is our policy that payment is made at the time of service for your office visit. If you do not have your co-pay, your appointment will be rescheduled.
- If you have Medicaid through the State of Illinois or an Obama Medicaid Plan your copay is expected at the time of service.
- We require that you check with your insurance to verify that our providers are in your network. If our providers are in your network you will be responsible for paying your copay amount at the time of service. If our providers are not in your network your insurance may not cover the office visit in addition to any procedures that our providers perform. You will be responsible for the full balance of the office visit/procedures.
- Some insurance companies require a "Referral Authorization" prior to being seen. We require that you check with your insurance to see if a "Referral Authorization" is needed and if so, to verify that one has been issued. Your primary care physician/referring physician will assist you with the Authorization if you need one. NOTE: Not all insurance companies have this requirement, but if you are not sure you should call your insurance to verify.
- Medicare does not cover well office visits, so if you have Medicare and you are being seen for a screening you will be responsible for the full balance of the office visit.
- If you are not prepared to pay your copay and/or balance at the time of service your appointment may be rescheduled. If you have questions regarding this please do not hesitate to call us, our office may be able to arrange a payment plan.

*Please expect an automated call from our office prior to your scheduled appointment to remind you of the date and time. If you have questions, concerns, or need to reschedule your appointment please call our office. It is our goal to provide you with the quality service we believe you deserve. We appreciate your participation and look forward to working with you to achieve that goal.*

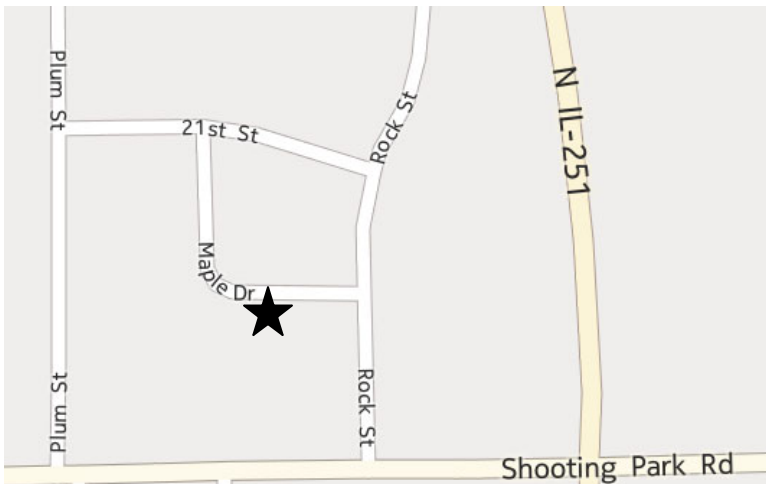
You may reach us at any of the above phone numbers Monday-Friday 9:00am – 4:00pm, we are closed for lunch from 12:00pm – 1:00pm.



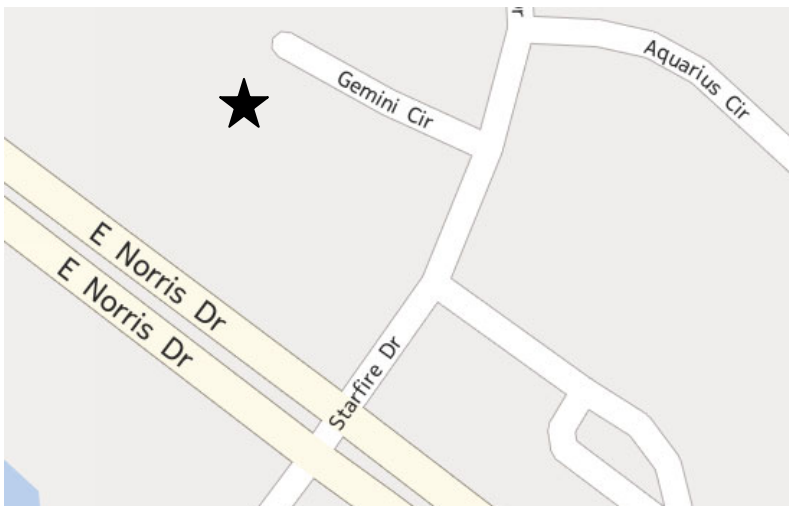
The Princeton office is located at 530 Park Avenue East; second floor of the Medical Office Building, Suite 207, in Perry Memorial Hospital.

From I-80 – take exit 56, turn South onto Main Street. Turn left onto Peru Street (Route 6-East). Turn right onto S. 5<sup>th</sup> Street.

From Route 6 turn South onto South 5<sup>th</sup> Street.



The Peru office is located at 1310 Maple Drive. Take Shooting Park Road, turn North onto Rock Street, next left onto Maple Drive. The office is the second building on the left.



The Ottawa office is located at 1304 Gemini Circle, Suite 1. Take Norris Drive to Starfire Drive, turn left into Gemini Circle. The office is at the end of the building.

