

<p>YOUR APPOINTMENT LOCATION IS:</p>	<p>Dear Mr./Ms. _____,</p>
<p>Southfield 29275 Northwestern Highway Suite 100 Southfield, Michigan, 48034</p>	<p>Thank you for calling and welcome to MHSI Michigan Head & Spine Institute, PC. We look forward to working with you. The following is information designed to assist you in being prepared for appointment and to assist the doctor in caring for you. Please read through the information and call us if you have any questions prior to your scheduled appointment with:</p>
<p>Novi Keystone Medical Building 46325 12 Mile Rd Suite 100 Novi, Michigan, 48377</p>	<p>Dr. _____ on _____ at _____</p> <p style="text-align: center;"><i>M T W TH F</i></p>
<p>Novi Providence Park Medical Office Building 26850 Providence Parkway Suite 240 Novi, MI 48374</p>	<p>PLEASE BRING THE FOLLOWING WITH YOU:</p> <ul style="list-style-type: none"> ◆ Completed Patient Intake Information ◆ Actual X-ray, MRI or CAT Scan films and reports ◆ Written reports of any additional testing –EMG, Ultrasound ◆ Photo ID – either driver’s license, state ID or passport. ◆ Insurance Cards and information ◆ If required by your insurance – Appointment Referral Form ◆ Co-pay or deductible payment
<p>Mt. Clemens Mt. Clemens Regional Hospital 1030 Harrington Blvd Suite 205 Mt. Clemens, Michigan, 48043</p>	<p>CO-PAYS AND DEDUCTIBLES</p> <p>Co-pay and deductibles are due at the time of your office visit. . A charge of \$10.00 will be issued for all bills generated as a result of non payment at the time of your visit. Please note: There is a \$30.00 charge for any returned check due to insufficient funds</p>
<p>Pontiac Lexus Professional Building 44200 Woodward Ave. Suite 112 Pontiac, MI 48341-5045</p>	<p>WORKER’S COMPENSATION & AUTO INSURANCE</p> <p>Worker’s Compensation or Auto related injuries: Please contact your adjustor to obtain a letter stating that the office visit is approved.</p>
<p>Royal Oak Beaumont-Rose Cancer Center 3577 W. 13 Mile Road Suite 206 Royal Oak, Michigan, 48073</p>	<p>REFERRAL NEEDED FOR APPOINTMENT</p> <p>Unsure whether or not your insurer requires a referral form? Please contact your insurance representative BEFORE your appointment. All HMO insurance plans require a referral from the primary care physician prior to an appointment with a specialist. Our staff will not be able to obtain these referrals for you.</p>
<p>New Baltimore Michigan Spine and Joint Center 32500 23 Mile Rd New Baltimore, MI 48047</p>	<p>*Failure to bring the appropriate or completed information to your appointment may result in re-scheduling your appointment to another day.</p>
<p>Detroit Heritage Plaza 18984 Livernois Detroit, MI 48221</p>	<p>If you have any questions or are unable to make your appointment, please contact our office at:</p>
<p>Detroit St. John Hospital & Medical Center 22201 Moross Road Professional Building 2 Suite 380 Detroit, MI 48236-2172</p>	<p style="text-align: center;">877-784-3667 or visit our website www.MHSI.us</p>