



Welcome!

We are thrilled that you and your referring doctor have chosen our office to help you with your endocrine care.

We want your first visit, and all visits, to go easily and smoothly. By getting most of the information in advance, we can better prepare for your visit.

Please go over this carefully, so we can get your appointment on our schedule.

WHAT TO EXPECT

Our first visit is fairly intense and may take a significant amount of time. You will meet our team which includes one of our two nurse practitioners, nurses, medical assistants, and Dr. Biggs. We almost always do a physical examination so dress in loose clothing. **Please allot enough time for this visit and discussion of our recommendations.**

Dr. Biggs believes in compassionate, evidence-based, and thorough medical care. We spend a lot of time with patients discussing your health concerns, however we are not able to co-manage care with alternative-medicine practices or manage care outside of currently accepted guidelines. We value evidence-based management, and we want to have a mutually respectful clinical relationship.

For our patients with diabetes, we expect compliance with your medication program, following the diet and exercise program, bringing your meter or glucose sensor to visits, and keeping your appointments for routine follow-up. **This is required for refills.** We will work with you in the challenges of managing a chronic medical condition, and we assume that you are equally interested in optimal management of your diabetes and other health issues.

Dr. Biggs is a specialist and does not replace your primary care physician. We require a referral from your primary care provider to schedule a new appointment, and we urge you to maintain an active relationship with them. **We will be sending reports to your referring medical practice.** If your primary care provider has retired or relocated, we can make recommendations at your visit.

If you have any questions about these forms, please contact our office at (806) 358-8331.

Thank you, and welcome to our office.

Your appointment will be scheduled when we receive all the following information from you.

- Registration Form
 - Please include your insurance information on this form.
- Medical History Form
- Review of Systems Questions
- HIPAA Policy and Acknowledgement of HIPAA Policy Form
- Credit Card Authorization
- Texas Immtrac Registry Form
- Potter County Venue Form
- Messaging Preference Form
- No Show Policy Form

If any previous doctors have relevant records, please request their records to be sent to us well in advance of your visit. Having your records available at the time of your visit helps everyone understand your medical issues better.

What to bring to your visits:

- Medical Insurance Card(s)
- Proof of identity, which is now a government requirement.
 - Drivers license
 - Government ID with a photo on it.
- Any previous records that you may have.
- Bring in all your pill bottles for all medicines, vitamins, or supplements you take.

- **For diabetes patients:**
 - **Bring in your glucose meter and logbooks.**
 - Bring in your continuous glucose monitor if you have one.
 - We may ask you to 'share' your glucose readings with the Dexcom or Libre apps.
 - You need to know your iPhone App Store or Android PlayStore passwords to install these apps. If you already have a Dexcom, Libre, Medtronic, Tandem, or Glooko account, please bring in your username and password so you can access your accounts while in our office.

- While we try to stay on time, bring reading material if you like to read.
- We have guest WiFi in our office for your phone or tablet. The password is 'amsguest'.