

DERMATOLOGY ASSOCIATES OF NORTHERN MICHIGAN, P.C.

Dear _____,

Welcome to Dermatology Associates of Northern Michigan, P.C. You have an appointment scheduled with:

<input type="checkbox"/> Murray A. Cotter II, M.D., Ph.D.	<input type="checkbox"/> Monday
<input type="checkbox"/> Christopher A. Messana, D.O.	<input type="checkbox"/> Tuesday
<input type="checkbox"/> Sherri S. Vazales, M.D.	<input type="checkbox"/> Wednesday
<input type="checkbox"/> Lisa K. Bowersox, PA-C	<input type="checkbox"/> Thursday
<input type="checkbox"/> Tina M. Crook, PA-C	<input type="checkbox"/> Friday
<input type="checkbox"/> Deanna L. Geisler, PA-C	
<input type="checkbox"/> Karen S. Nigg, PA-C	
<input type="checkbox"/> Sarah K. Banks, Esthetician	At _____ a.m./p.m. in:

<input type="checkbox"/> PETOSKEY @ 4170 Cedar Bluff Drive
<input type="checkbox"/> BEAVER ISLAND @ 37304 Kings Highway
<input type="checkbox"/> CHEBOYGAN @ 125 North Main Street
<input type="checkbox"/> GAYLORD @ 1320 E. M32
<input type="checkbox"/> ST. IGNACE @ 220 Burdette Street

In order to facilitate your appointment please comply with the following:

- **Arrive 15 minutes prior to your appointment to register as we are currently implementing EMR.**
- Bring any **current insurance cards** and **photo identification** with you so we can obtain copies for your record.
- **Bring an updated medication list with you.**

If you need to change this appointment please call us as soon as possible. To promptly serve all patients, if you are unable to make this appointment, a 24-hour cancellation notice is appreciated and **required** or you will be charged a \$25 "No-Show" fee.

Office Hours: 7:00 a.m. to 5:00 p.m. Monday-Friday

Appointment Hours: 7:30 a.m. to 4:00 p.m. Monday-Friday

Patients under the age of 18 years old must be accompanied by a parent or legal guardian.

We currently participate with several insurance companies. At the time of your appointment, payment is required for the following:

- Any co-payments and/or deductibles required by your insurance
- Any non-covered services provided including all cosmetic procedures and products. Accepted methods of payment include cash, credit cards, or money orders. No checks please.
- You have no insurance

If you have any questions concerning your insurance or expected payment, please call our office before your appointment. We look forward to caring for you.