



Eduardo D. Castillo, M.D.  
Lori L. Gordon, M.D.  
Glen D. Hooker, M.D.  
Annie Lin, M.D.

2000 Cooper Street, Suite 100B  
Fort Worth, TX 76104  
817-924-9002  
www.fwcolon.com

Texas Health Care, PLLC Privia Medical Group  
Colon & Rectal Surgery / Colonoscopy

Date: .....



Dear Patient:

An appointment has been scheduled for you on ..... at .....

So that your time at our office can be spent most efficiently, we ask your co-operation by reading the following:

- If you are a new patient, please be 10-15 minutes early for your appointment so that the check-in process can be completed in a timely fashion.
- A few days prior to your appointment, you may receive a text or an e-mail reminding you of your appointment with a link to fill out your medical history and patient information. If you are unable to enter the information prior to your visit, you will be given a touch screen tablet in our office to use, in order to enter the information.
- Please bring a current, complete medication list to your appointment.
- Please bring your insurance card(s), photo identification, copayment or deductible payment if required by your insurance plan. We accept cash, personal checks, MasterCard, Visa, American Express, and Discover Card.
- Some insurance plans require an authorization or referral for visits to a specialist, or the visit will not be covered by insurance. If this is required by your insurance plan, you are responsible for obtaining one from your primary care physician before your visit. Please call your primary care physician's office if you need assistance.
- During your office visit, you may be scheduled to have surgery or a procedure at a later date.
  - Please bring your calendar with you to your appointment so that you know what days are available for you. It is difficult for our scheduler to change your procedure date once it has been scheduled with the facility.
  - Depending on your insurance, we usually require a deposit for a portion of the physician's charges one week prior to the surgery or procedure.
  - Also note that most insurances require you to meet a hospital/facility deductible as well. You may want to call your insurance company in advance, so you will have an idea as to the amount that you may be required to pay.

**Please call 817-924-9002 if you have any questions. Thank you for your cooperation!**