

WK Pierremont Endocrine Center

Lyubov Olenina, M.D.

1811 East Bert Kouns, Suite 480

Shreveport, LA 71105

Phone: (318) 212-2810 Fax: (318) 212-2818

Date: _____

Dear _____,

At the request of your physician, you have been schedule for a consultation with WK Pierremont Endocrine Center on _____ at _____ am/pm with Dr. Lyubov Olenina. Please arrive 15 minutes prior to the scheduled appointment time if possible.

Please have the following information at your appointment:

- Your current insurance cards, drivers' license and **all of the enclosed forms COMPLETED** when you arrive at your appointment.
- If you are diabetic, you **MUST** bring your glucose meter and/or your blood sugar to your appointment.
- Bring a list of all your medications or bring the medications in their original container.
- If your insurance requires a referral or authorization, it will be your responsibility to have this on file prior to your appointment.
- If your insurance policy has an unsatisfied deductible balance, you will be expected to pay one-half of all charges incurred at the time of your visit.
- If you have had any type of x-rays, ultrasounds, MRIs, Cts, etc., performed anywhere other than a Willis Knighton facility (*related to your visit/diagnosis at this office visit*) you **MUST** also bring a copy of these images on a CD to your scheduled appointment.
- Please do not bring children under the age of 10 with you to your appointment if at all possible.

Thank you for your cooperation and we look forward to providing your healthcare needs.

Sincerely,
Scheduling Department for
WK Pierremont Endocrine Center