

FOXHALL UROLOGY

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Dear Patient,

We want to welcome you to our practice and thank you for choosing Foxhall Urology.

Enclosed are four forms. Please fill them out completely and bring them with you on your appointment date, along with your insurance cards. The doctors request that you be fifteen minutes early for your appointment because a urine specimen will be obtained.

We are located in Suite #311 of Foxhall Square at 3301 New Mexico Avenue, NW.

Parking is available at Foxhall Square for \$4 per hour. Parking tickets cannot be validated. There is also complimentary valet parking if you prefer. The closest metro is Tenleytown-AU on the red line and is located 1.5 miles from the office. Please call Metrobus at (202) 627-7000 to verify the bus number and route. Taxicabs frequently travel from New Mexico Avenue to the Metro stations and the security guard on the Mall Level will be happy to call one for you.

Foxhall Urology is wheelchair accessible. Two wheelchairs are located at the front security desk of the building.

Payment is required at the time of service. We accept Visa, MasterCard, Discover, American Express, cash, and checks. We do not participate with any insurance plan but as a courtesy will submit a claim on your behalf. They will reimburse you directly. We do not accept Medicare assignment but we will submit all claims and only charge the Medicare allowable. If hospital services are needed our physician's services are still billed the same as our office but all facility charges will go through your insurance first.

If you wish to have any of our doctors complete extensive application forms for life, travel, or international insurance, there will be an appropriate additional charge. (This does not include standard medical claim forms.)

We look forward to meeting you at your first appointment.

Sincerely,
The Doctors and Staff at Foxhall Urology

In order to clarify any confusion that may arise in our billing procedures, please read the following information.

1. The doctors at Foxhall Urology may need to refer you for further evaluation to either another doctor or to a laboratory, hospital, or radiology center. It will be your responsibility to understand your own insurance coverage for these separate procedures at other institutions.
2. The doctors of Foxhall Urology may need to send your urine to an outside laboratory for culture, cytology, or chemical analysis. Another institution for any tests performed outside of the office might bill you separately.
3. If you request a copy of your chart data for your personal records or for a second opinion elsewhere, there will be a nominal charge for this service.

If you have any question, kindly call our business office at (202) 364-8918.

Thank you.