



**NEUROLOGY**

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Dear New Patient,

Welcome to our practice! We are pleased that you chose Holland Hospital Neurology for your health care needs.

If you would like to learn more about our Neurologists or neurological conditions we treat, please visit our website at [www.hollandhospital.org/neurology](http://www.hollandhospital.org/neurology).

**Pre-Appointment Preparations**

Please complete any testing that your primary care provider has ordered. Kindly bring the following items to your appointment:

- A valid current photo ID
- Insurance card(s)
- Insurance co-pays are due at time of service

**Appointment Day**

We ask that you arrive 15 minutes prior to your appointment. We have a 7-minute grace period. If you are more than 7 minutes late, you will be given the option to reschedule your appointment.

We value you and your time, and we will make every effort to stay on time. Unfortunately, medical emergencies do arise which can occasionally make our schedules unpredictable. If your appointment is delayed or rescheduled, we apologize. We will make every effort to see you in a timely manner.

Your New Patient appointment information:

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Provider: \_\_\_\_\_ Location: \_\_\_\_\_

**No-Show / Late Cancellation Policy**

If for any reason you are unable to attend this appointment or you have scheduled with a different Neurology practice, please contact us at least 48 hours in advance. If you are not able to make your new patient appointment and you do not contact our office, we will not reschedule your appointment.

Thank you! We look forward to meeting you soon.

Warm regards,

Our Neurology physicians and staff