



180 Church Hill Road

Leeds, Maine 04263

207-524-3501

Fax: 207-524-2093

Business office fax: 207-524-2459

DFD Russell Medical Centers, Inc. is an equal opportunity provider and employer

06/30/10

Re: Re-establishing Care at DFD Russell Medical Centers

Dear

We are committed at DFD Russell Medical Centers, to assist our patients in meeting their health care needs. We are pleased that you wish to re-establish care with us. In order for us to provide the highest quality care, we need your help before your appointment can be scheduled.

Please complete and return to the enclosed registration form and medical record release form. We need to obtain any medical records from other doctors you have seen to complete your medical chart. Please note that we cannot fill any prescriptions, or authorize any referrals, without seeing you first. It is also our policy not to prescribe narcotics at the first visit.

If you are not insured, you will be expected to pay in full at the time of your visit. If you cannot afford to do this, we urge you to complete a sliding fee discount program application. If you qualify, you will receive services at a discounted rate that is based on your household income. The application and all documentation must be received and approved before you will receive any discounted services.

Should you have any questions or need assistance in completing these forms, please call registration at 207-524-3501 ext 192.

Sincerely,
DFD Russell Medical Centers