

Dear Sir or Madam;

You are scheduled for a new visit appointment Dr. Rebecca J. Kurth. The office is located at 800A Fifth Avenue at the corner of 61st Street across from the Pierre Hotel. The office is in Suite 502A. Our office phone number is 212-230-1081 and the fax number is 212-230-1359. You may also find more information about our practice at www.rjkurthmd.com.

If for any reason you need to cancel or reschedule, please inform us at least 24 hours prior to your appointment so that we may offer that appointment to another patient. Failure to cancel within 24 hours prior to your appointment may result in a fee. We will call you a day or two prior to the appointment to confirm the date and time. To get the most out of your visit, we advise the following:

1. Fast 12 hours (nothing to eat or drink but water) prior to your scheduled appointment time for accurate blood test results. If you are a **diabetic** (not on insulin), **DO NOT** take any diabetic medications the morning of your visit. You may take all other medication(s) with water. **DO NOT** take any supplements. If you use insulin pump, **DO NOT** fast. Please feel free to bring your medication(s) with you so that you may take them after your blood is drawn.
2. Please bring in, fax, or mail copies of any recent test results, doctor visits, and any other relevant medical records. If you are transferring your care from another physician, please request that copies of your records be transferred to Dr. Kurth.
3. Please bring in a list of the physicians you consult and their contact information.
4. Please bring in a list of the medications you take with the doses (or bring in the actual bottles). Also, bring in lists of vitamins and supplements you take on a regular basis.
5. Please bring in your insurance card (to cover laboratory services).
6. Finally, complete and bring the attached new visit form to your appointment.

Sincerely,

Rebecca J. Kurth, MD