



Agnieszka J. Niemeyer, M.D.
Medical, Surgical & Cosmetic Dermatology

558 N. 5th Avenue • Sequim, WA 98382
Office (360) 681-6900 • Fax (360) 681-6222
www.paragondermatology.com

Dear New Patient:

We look forward to meeting you and assisting with your medical needs. In order to provide comprehensive, coordinated and efficient care, some preparation is required prior to your first clinic visit. Please review this letter and its contents carefully.

Information for the day of your appointment:

1. Paragon Dermatology is located at 558 N. 5th Avenue in Sequim. (See map below)
2. Items to bring with you:
 - a. Insurance card, Driver’s License or other Identification and Co-pay.
 - b. Prior medical information that could help us be more efficient in helping you (i.e. lab results, x-rays, office or hospital visit notes, etc)
 - c. A list of any prescription medications (oral or topical) that you are currently using (we will scan the list into your chart and give it back to you.)
 - d. Bring the actual medication(s) (creams or pill etc...) that you are currently or have been using for the condition we are seeing you for (throw them all into a bag for the Doctor to review).
3. If you have several issues that need to be addressed by our dermatologist, *we suggest that you organize them in the order of importance starting with any suspicious lesions (moles, growths, etc.) first. We may want to schedule a follow-up appointment to address all the other issues, as needed.*

Insurance and Billing Information:

We are providers for most insurance companies and will bill your primary insurance directly on your behalf. It is *your responsibility* to contact your insurance as soon as possible to verify your coverage and obtain prior authorization, if needed, before your appointment. Co-pays are to be paid at the time of each visit. If you have a high deductible which has not been met, you should contact our billing office at (360) 681-6900 prior to your appointment.

Paragon Dermatology requires at least a 1 Business day cancellation notice. A 2 Business day notice is necessary for all surgical and patch test appointments. Appointments not cancelled within above mentioned times will be charged a cancellation fee (**\$50 for follow-up appointment, \$100 for new appointments and \$200 for surgical and patch test appointments**). Exceptions will be made due to unavoidable circumstances: i.e. illness or emergency hospitalization. We appreciate your cooperation in this matter.

Thank you for your preparation and attention to these important details. We look forward to seeing you in the near future. Please feel free to bring a family member or friend to your visit.

Sincerely,

Dr. Niemeyer and the Staff of Paragon Dermatology

Directions to Paragon Dermatology:

- If coming from **EAST or WEST** of Sequim:
- a) Take HWY 101 to **Sequim Ave**. Exit
 - b) Take the **Sequim Ave** exit going **North** toward downtown (**away from the mountains**)
 - c) Turn **Left** on **Washington St**.
 - d) Turn **Right** at **5th Ave** (between Rite Aid and Walgreens)
 - e) Turn **Right** into the 5th Avenue Professional Plaza
Arrive at **558 N. 5th Avenue**



Your Appointment is on _____ at _____.
If you do not have an appointment yet please contact the office at (360)681-6900