

Retina Specialists
of Michigan

Thomas M. Aaberg, JR. M.D.
Scott J. Westhouse, D.O.
Nathan F. Pezda, M.D.
Liliya S. Sutherland, D.O.
Joseph D. Boss, M.D.

5030 Cascade Road SE
Grand Rapids, MI 49546
Phone (616) 954-2020
Fax (616) 949-0408

Dear Patient,

You have an appointment for a consultation with:

- Dr. Thomas M. Aaberg, Jr. Dr. Scott J. Westhouse
 Dr. Nathan F. Pezda Dr. Liliya S. Sutherland Dr. Joseph D. Boss

On _____ at _____ .

Retina Specialists of Michigan
5030 Cascade Road SE
Grand Rapids, MI 49546

Retina Specialists of Michigan
1362 South Point Place, Suite 120
Holland, MI 49423

We would like to take this opportunity to welcome you to our practice. Please complete all enclosed forms and bring them with you to your appointment along with your medical insurance card and a list of your current medications. Retina Specialists of Michigan does not bill vision insurance plans.

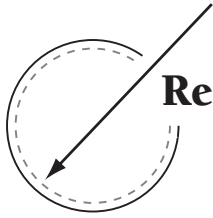
Your initial appointment is a complete evaluation and consultation and may take up to 2-3 hours. Both eyes will be dilated. We ask that you please plan accordingly.

If you have a managed care health insurance plan, please verify with your plan that the physician you are scheduled to see in our office is in the plan network; this will help you avoid "out of network" fees. Please contact your primary care physician to initiate prior authorization for your appointment and testing in our office if your plan requires prior authorization. Remember, your health insurance plan is a contract between you and your insurance company. You are responsible for any deductibles, coinsurance and co-payment amounts determined by the type of plan you have chosen.

If you have a deductible and/or co-payment with your insurance plan, this payment is expected at the time of your visit. Private pay patients will be expected to pay \$200 towards their consultation at check-in.

We understand that there may be circumstances and/or changes in your schedule that may prevent you from keeping your appointment. If this situation arises, we ask that you call us at least 24 hours in advance and we will gladly reschedule your appointment. Please be advised that if you miss your scheduled appointment, and do not call us to reschedule or cancel, you will be billed a \$25.00 no show fee.

We look forward to seeing you soon!



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Dear Patient,

It is the responsibility of every Retina Specialists of Michigan employee (physicians, administration, office staff, research staff, and technicians) to provide care to those suffering from vision threatening medical conditions in a healing and respectful manner. The Retina Specialists of Michigan “family” is composed of people from all walks of life. Likewise, our medical practice provides care to people from all walks of life, regardless of socioeconomic status, religion, sexual orientation, or race. Just as we strive to treat you and every one of our patients with the utmost respect, we expect you to reciprocate the same courtesy towards our staff and our other patients.

If we receive complaints from staff or fellow patients regarding the behavior of a patient, we will fairly investigate the matter, speak with the responsible person, and if appropriate, will discharge the person from our practice. We strongly feel all people deserve equal respect and rights. If you do not agree with our beliefs, then we would prefer you find a different practice for your continued care. We can provide the names of other specialists in the area upon request.

Sincerely,

Thomas M. Aaberg, Jr. M.D.
Founder, President, and Managing Partner
Retina Specialists of Michigan