**** Andrew Tobkes, M.D.  **1009 Harvin Way, Suite 100 Rockledge, Florida 32955 Telephone (321) 632-0497** **Fax (321) 631-7746**

Dear Valued Patient:

Thank you for choosing Andrew Tobkes, M.D., of Florida Digestive Health Specialists (FDHS) for your upcoming appointment on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_. This premier digestive health network was created with the patient in mind by collaborating and acting as a team. We are able to provide the highest quality patient care, unprecedented experience and collaborative research for gastroenterology diseases. FDHS has locations on the west and east coasts of Florida as well as the panhandle.

Please complete the enclosed forms**. Please mail, or fax back to us at 321 631-7746, or scan to** **tobkescopier@gmail.com**. Completing and returning your new patient paperwork beforehand will save time on appointment day and have fewer forms to complete when you arrive at the clinic. If you prefer to bring these completed forms with you, **please arrive thirty (30) minutes** early prior to your appointment to allow time to process your paperwork. If you are late and/or do not have your ID, Insurance card or co-pay the day of your appointment, you will be rescheduled.

 **Important Notice: FDHS, LLP Policy:** ***If you are unable to keep your appointment for any reason, we require 24 hours’ notice for office visits. If you do not give us the required notice, your account will be charged $50.00 no-show fee. If you do not give 72 hours’ notice that you are cancelling your scheduled procedure(s), you will be charged $75.00.***

***DIRECTIONS: Office Complex “Arbor Place”***

**From US1 Southbound**: Take US1 to Barton Boulevard. Go west on Barton. Make a left at the first stop light onto Murrell Road. Stay in the right hand lane. The road will curve and you will see a building with a red roof. You will be looking at the back of the building and you will turn right onto Harvin Way and drive around to the front.

**From Murrell Road Northbound:** Heading north on Murrell Road between Eyster and Barton Boulevard, you will see Harvin Way on the left after the curve (red roof). Make a left onto Harvin Way and drive around to the front of the building.

Enclosures