



Dr. Jeff Buchalter • Dr. David Fairleigh • Dr. Mark Larkins
 Dr. R. Kenneth Garrett • Dr. Susan Griffiee • Dr. Kacey Montgomery • Dr. Varun Rimmalapudi • Dr. Jason Capra
 Bryan Boerjan D.C. • Mark Renfroe D.C. • Kendra Keyes Metcalfe, PT, DPT
 Audrey Sisney, ARNP • Veronica Simpson, PA • David Downey, PA • Donna Cockroft, ARNP
 Jaime Jackson, ARNP • Mark Cattell, PA

Thank you for choosing The Gulf Coast Pain Institute. At Gulf Coast Pain Institute, we strive to provide the highest quality of care to our patients and we look forward to serving you. Should you have any questions, please call us at 850-484-4080, option 2 or visit our website at www.TheGCPI.com. Also, please ask us about enrolling into our new patient portal to virtually view and edit your information in your medical records, request appointments, and view upcoming appointments.

Sincerely,
 The Physicians and Staff

APPOINTMENT DATE & TIME	YOUR PROVIDER
	<input type="checkbox"/> Dr. Jeff Buchalter <input type="checkbox"/> Dr. David Fairleigh <input type="checkbox"/> Dr. Mark Larkins
APPOINTMENT LOCATION <i>We are pleased to serve you at one of our convenient locations listed below</i>	<input type="checkbox"/> Dr. R. Kenneth Garrett <input type="checkbox"/> Dr. Susan Griffiee <input type="checkbox"/> Dr. Kacey Montgomery <input type="checkbox"/> Varun Rimmalapudi, MD <input type="checkbox"/> Dr. Jason Capra
<input type="checkbox"/> ATMORE - Atmore Community Hospital - 401 Medical Park Dr. Atmore, AL 36502 <input type="checkbox"/> BREWTON – D.W. McMillan Medical Center -1301 Belleville Ave, Brewton, AL 36426 <input type="checkbox"/> FORT WALTON BEACH - Coastline Medical Services - 208 Mary Esther Blvd. Ste. 1 Mary Esther, FL 32569 <input type="checkbox"/> GULF BREEZE - Andrews Institute -1040 Gulf Breeze Pkwy. Ste. 208 Gulf Breeze, FL 32561 <input type="checkbox"/> JAY - Jay Medical Center -14114 Alabama St. Jay, FL 32565 <input type="checkbox"/> PACE – Pace Professional Park - 3810 Highway 90 Pace Florida 32571 <input type="checkbox"/> NAVARRE - Baptist Medical Park 8800 Navarre Pkwy, Ste. 106 Navarre, FL 32566 <input type="checkbox"/> PENSACOLA - (<i>Main Office</i>) Gulf Coast Pain Institute 4901 Marketplace Rd Pensacola, FL 32504	

For your appointment please remember to bring the following items:

1. Completed New Patient Forms
2. Insurance Card
3. Photo Identification, preferably a Driver’s License
4. Complete Prescription Medication list including dosage, frequency, and prescriber
5. All Medical Records pertaining to your pain condition, if advised necessary
6. All Radiological reports pertaining to your pain condition, if advised necessary

Other Important Details:

1. **We ask that you please arrive 45 minutes early to your appointment. Late arrival or failure to have all your paperwork completed for your appointment will result in it being rescheduled and/or you being charged a fee.**
2. If your insurance company requires a referral to see a specialist, you must bring the referral to your appointment or verify that our office has received the referral. If you are not sure whether or not you need an authorization or referral please be sure to contact your primary care physician’s office.
3. If your insurance company denies your claim due to pre-existing conditions clause, you will be responsible for any and all charges not covered by your insurance company.
4. Please be aware that at the time of your visit, you will be expected to provide payment in the amount of any specialist co-payment required by your insurance plan, any unmet annual deductible amount where appropriate, and for any services that are not covered. Payments can be made in the form of cash, or credit card (Personal checks are not accepted).

We look forward to serving you. Should you have any questions or concerns about your appointment, please call us at 850-484-4080, option 2 or visit our website at www.TheGCPI.com.

NewPatientCoordinator@TheGCPI.COM
 (Preferred Method of Communication)

