

Date: _____

Dear _____:

I am looking forward to meeting you and providing an evaluation of your heart. The date of your appointment is _____ at _____ a.m./p.m. **If your insurance requires a pre-authorization/pre-certification prior to your visit, please call your primary care physician to have this arranged and faxed to our office at 404-609-6734. (Note: Please make sure that your pre-authorization/ pre-certification states that your visit is in an outpatient facility, not a physician's office.)**

My office is located in the 95 Collier Road building on the first floor in the Fuqua Heart Center. Enter the driveway from Collier Road. Park in the South Parking Deck, which is the first deck on your left. Take the elevator to the Orange Level and walk across the sky bridge. Immediately after crossing the bridge, the Fuqua Heart Center waiting room will be to your right and Outpatient Registration to your left. If you are a new patient, please arrive 30 minutes prior to your appointment and enter Outpatient Registration and sign in. After registration, come to the Fuqua Heart Center waiting room and inform the receptionist that you have an appointment with Dr. Silverman.

The consultation will take approximately one hour. My nurse, a medical resident, or a medical student may see you first. I am an Emory professor and often have medical students and residents seeing patients with me.

I will try to meet with you promptly; however, I may be delayed if an emergency arises that requires my presence. At the conclusion of the evaluation, I will make my recommendations to you and will be happy to answer your questions. I welcome any family members that would like to come. I am enclosing a questionnaire for you to complete prior to your visit which greatly facilitates my ability to provide you with a complete consultation. Please bring any records that might be useful.

I am looking forward to seeing you and assisting your doctor in improving your health. If you are delayed or cannot keep your appointment, please notify my office at 404-605-3368 as soon as possible.

Sincerely,

Mark E. Silverman, MD, MACP, FRCP, FACC
Professor of Medicine (Cardiology)
Emory University School of Medicine
and Chief of Cardiology
Fuqua Heart Center of Atlanta, Piedmont Hospital

/ljm

Enclosures