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1420 North Causeway Blvd 15706 Professional Plaza 1258 Brownswitch Rd  
Mandeville, LA 70471 Hammond, LA 70403 Slidell, LA 70461

Patient: \_\_\_\_\_

Appointment Details Date: \_\_\_\_\_ Time: \_\_\_\_\_ Location:  Mandeville  Hammond  Slidell

Welcome to our practice! We are very pleased you have selected us for your medical care.

Please fill out the attached New Patient Forms. **Completed forms should be returned to our office prior to your appointment.** Forms can be dropped off, mailed to the Mandeville office or faxed to 205-623-1080. This will allow our doctors time to review your medical history.

If you are unable to submit the forms completed prior to your appointment, please arrive **at least** 30 minutes early. We may need to reschedule your visit if your paperwork is not completed prior to your appointment time.

If you have been treated by a physician or hospital for the reason you are scheduling with us (sinusitis, hearing loss, repeated ear infections, tonsillitis, etc.), please request copies of pertinent medical records (including physician’s notes, radiology reports, lab results, sleep studies, etc.) in advance of your appointment. For your convenience, records can be faxed to 205-623-1080.

Please note, we file your insurance as a courtesy. It is the patient’s responsibility to know benefits and to contact the carrier with any questions regarding your coverage. Please remember to bring your insurance card and a picture ID to every appointment. **Insurance co-pays and deductibles are due on the day of service.** We accept cash, check and all the major credit cards.

In consideration to other patients and staff, we request **at least 24 hour** notice if you are unable to keep your appointment. Failure to give notice will result in a \$25 cancellation fee.

Thank you for choosing our office. We are looking forward to meeting you and providing you with quality care.

If you have any questions, do not hesitate to call so that we may assist you.

Sincerely,

Practice Manager

**Directions to Practice Located on Back**

### **Directions to *Mandeville Clinic***

**1420 North Causeway Blvd  
Mandeville, LA 70471**

*Our new office is located on the west service road of North Causeway. Nearby businesses include Time's Grill, Volkswagen Dealership and Benedict's Plantation. We are located between Brookdale Senior Living and Liberty Storage.*

#### **From North of Hwy 190**

- Head South on Hwy 190 and go under the I-12 over pass.

#### **From I-12 East or West Exit 63A**

- Take the Mandeville/Covington Exit and head South towards the Causeway on Hwy 190

#### **Then Follow Directions Below:**

- You will pass the Fairway/Judge Tanner exit & the Hwy 190- East/Hwy 22- West exit.
  - Move to the Right Lane and Continue to the **Red Light – Brookside Drive**
  - Turn **Right onto Brookside Drive.**
  - Immediately turn Right onto the service road.
  - Our entrance is on the Left immediately after **Brookdale Senior Living** and before **Liberty Storage.**
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### **Directions to *Hammond Clinic***

**15706 Professional Plaza  
Hammond, LA 70403**

*Our Hammond location is conveniently located off of Club Deluxe Road on Professional Plaza when headed south from I-12 towards North Oaks Hospital.*

#### **From I-12 East or West Exit 40**

- Take Exit 40 South
  - Merge onto Hwy 51 using the traffic circle, head south.
  - Turn right onto Club Deluxe Road
  - Take 2nd business drive on the Left (Professional Plaza)
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### **Directions to *Slidell Clinic***

**1258 Brownswitch Road  
Slidell, LA 70461**

#### **From I-12 East**

- Exit 83 US-11 - Continue North towards Pearl River.
- Move to far Right Lane and turn Right onto Brownswitch by McDonald's

#### **From I-12 West**

- Exit 83 Us -11 – Go through light onto Brownswitch Road by McDonald's

#### **Then Follow Directions Below:**

- Continue through traffic circle on Brownswitch Road
- **South Louisiana Ear, Nose, Throat & Facial Plastics** will be located on the Left - *office is 2 blocks before the red light at Military Road*

**From Military Road** – Clinic is located on Right 2 Blocks from N. Military Road

**If you have trouble locating our clinics, please call 985-327-5905.**