

**ATTENTION
ALL PATIENTS**

- 1. REFERRAL AUTHORIZATIONS – WE REQUIRE 3 WORKING DAYS TO ACQUIRE.**
- 2. MEDICATION REFILLS – WE REQUIRE AT LEAST 24 HOURS TO CONTACT THE PHARMACY.**
- 3. PRIOR AUTHORIZATIONS FOR MEDICATION – WE REQUIRE AT LEAST 5 WORKING DAYS TO ACQUIRE.**
- 4. PATIENT PHONE CALLS – WE REQUIRE 24 HOURS TO CONTACT THE PATIENT.**
- 5. LAB AND X-RAY RESULTS – WE REQUIRE AT LEAST 7 DAYS TO PROCESS YOUR RESULTS AND HAVE THEM REVIEWED BY A PROVIDER.**
- 6. MEDICAL RECORD REQUESTS – WE REQUIRE AT LEAST 7 WORKING DAYS TO MAIL YOUR RECORDS.**
- 7. ANY REQUEST FOR WRITTEN PRESCRIPTIONS OR FORMS THAT NEED FILLED OUT, MUST BE PICKED UP AT OUR OFFICE.**

THANK YOU FOR YOUR UNDERSTANDING AND PATIENCE.

NEWMAN FAMILY MEDICINE