



Connections - Communication – Choices

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Dear new client(s),

Welcome to my practice! Attached are your intake papers. Please fill out the Client Information Form, as best you can, and bring it in when you come for your appointment. For couples, I would like each of you to fill out the form, but you do not have to duplicate insurance information, address, etc.

If you will be using insurance, please fill out the insurance form (1500), items #1- #13, signing in **both** #12 and #13. If you have an insurance with an HMO, you may need to obtain pre-authorization before your appointment. Even if you have a PPO, it would avoid future problems with insurance payments, if you would call your insurance company and inquire about your mental health **co-pay amount** and the **number of sessions** you are entitled to per calendar year, **prior to your intake**. Please bring your **insurance card** with you to your appointment. Also, I would appreciate your reviewing my Policy Statement, then sign page #4 and bring it in when you come.

If you have not already done so, you might want to have a glance at my website, DocFox1.com to familiarize yourself with my philosophy and a bit about how I work. My website is linked to google maps. My office is at 4180 La Jolla Village Drive, Suite 250, on the second floor. The office is between interstates 5 and 805, accessible from either side. The office is at the intersection of Regents Road and La Jolla Village Drive, on the north side of La Jolla Village Drive, on the second floor. Ours is a white office building, called Regents Park Financial Center, which lies between the Marriott Hotel and various medical offices on Regents Road.

There is paid parking underneath our building (**unfortunately we do not validate**); however, if you park at the Starbuck's parking lot, on Regent's Park Row, (off Regent's road, diagonally across from our parking lot) and make a purchase at Starbuck's or Einstein's Bagels, they will validate your parking ticket for their lot – which is less expensive than our building's parking. They will also validate for parking under their building, which is a large parking structure. If you have any questions, please feel free to give me a call – my cell phone is most direct (619-339-8773).

When you come for your appointment, in the waiting room, please push in the button on my name plate so that it lights up. I will know that you are waiting.

I am looking forward to meeting with you.

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