

Northwestern Medical Faculty Foundation, Inc.
NEUROBEHAVIOR AND MEMORY HEALTH SERVICE

Location: 676 N. St. Clair, 9th Floor, Suite 945 Chicago, IL 60611

Phone: 312-695-9627

Fax: 312-695-6072

Appointment Information

Patient: _____ **Physician:** _____

Date/Time: _____

PLEASE COMPLETE THE FOLLOWING STEPS
PRIOR TO YOUR VISIT

- **Obtain referral:** If the physician you will see requires a referral for the consult, please make sure to bring that with you on the day of the appointment.
- **Bring Insurance information:** This can include ID cards and, if applicable, written authorization of referral from your HMO or PPO. Please remember that it is the patient's responsibility to verify coverage. *If you have any questions regarding insurance coverage for this visit, contact your insurance company.*
- **Bring a family member:** If possible, ask a family member or a close friend to join you for this appointment. Your physician requests this in order to obtain additional information concerning your symptoms that may aid in diagnosis.
- **Obtain previous medical records:** Please send or fax medical records from the previous year prior to the appointment. This may include, but is not limited to: MRI, CT, etc reports and copies of those scans on a CD, doctors' visit notes, lab results, and neuropsychological evaluations.
- **Complete Patient History Questionnaire:** Be sure to include a list of all current medications and vitamins, including dosages. In addition, have the name, address, and telephone number of any physicians you would like us to have the ability to contact or send reports to.
- **Don't Forget!** Bring your eyeglasses, contact lenses, and hearing aids to the appointment if you normally use them.
- **Arrive Early!** Plan to arrive 15-20 minutes early to complete appointment related paper work. *Allow extra time for traffic and parking! We are located in Downtown Chicago, and traffic delays are likely, especially during rush hours.*

COMPLETING THESE STEPS WILL ENSURE THE QUALITY OF YOUR VISIT.

FOR THE DAY OF THE APPOINTMENT

“What should I expect from my first appointment?”

Your physician, a specialist in brain behavior, will begin the appointment by discussing your current symptoms and health history with you and your family. Your physician will then perform an evaluation comprised of various neurological tests. Based on your previous health history and the results of your evaluation, your physician may recommend scheduling additional testing. This may include, but is not limited to, blood work, brain imaging, neuropsychological testing, and/or additional consultations or therapies. Please note, because disturbances in cognitive functioning can be caused by multiple factors, a diagnosis may *not* be available at your first visit.

In order to provide you the quality care and individualized service each patient and family deserves, appointments may last longer than anticipated. This can result in unexpected delays. *Please factor this into planning for your appointment.*

We appreciate your patience and your understanding in this matter.

A campus map has been included to help familiarize you with the Northwestern campus and the available discounted parking garage. Our clinic is located in the building labeled **676 N. St Clair**, and the discounted parking garage is labeled **Patient/Visitor Parking**. **Please bring your parking ticket to your appointment for validation.**

If you are delayed on the day of your appointment, please call the office as soon as possible. If you are over 15 minutes late, your physician may not be able to see you, however you may reschedule your appointment.

If you are unable to keep your appointment, we request that you notify the office with at least 24 hours advance notice.

If you need any additional information, please call the office at 312-695-9627.

Thank you for choosing Northwestern!