

## To Our Valued Patients:

Welcome to Intentional Dermatology and Health! We want you to have the best experience possible, and to make that happen, we believe preparation is key. This info sheet will guide you on how to prepare for your appointment. We look forward to serving you!

### What to bring:

- Photo ID
- Insurance Card
- Form of Payment (Credit Card, Cash, Care Credit, Apple Pay, & Google Pay Accepted)
- Previous Medical Records if applicable (including medications used for skin conditions)
- New Patient paperwork and supplemental questionnaire (if applicable) completed prior to appointment (printed out if not completed on patient portal)

### Location:

6200 LBJ Fwy, Ste 110 Dallas, TX 75240 (red two story brick building)

We are located directly off the eastbound service road between Preston and Hillcrest. If you turn off the service road at 6190 LBJ (there is also a sign that points to parking for both 6190 and 6200), go straight to the back parking lot. Once you park, when facing the buildings, the 6200 building will be on the right. Go through the main entrance and to the right, we are on the first floor, suite 110.

### Day of Appointment:

At the front desk you will be greeted and given access to the ipad kiosk. If you have not completed all of your patient intake paperwork and/or consents prior to arrival, they will be available to finish on the kiosk. If possible, please try to complete those and any additional questionnaires specific to your visit reason before your appointment. This will help streamline your visit without compromising the customized treatment regimens or quality of care that those who know Dr. Wolthoff have come to expect.

### Appointment Etiquette:

We value your time as our patient and want to make sure we show the same courtesy to our other patients the day of your appointment. Please be specific about the reason for your visit when making your appointment so that you are allotted the appropriate time. Our goal is to make sure you leave feeling heard, educated and cared for. This may require more than one visit for multiple complaints. It is always our intention to run on time and provide a great experience.

### Patient Portal:

The ModMed ***APPatient\**** portal will be the main form of communication between the patient and the staff. After scheduling your first appointment with us you will receive your link with your username and our practice URL (required to register). Please click on the link and activate your portal within 72 hours or the link will expire- if this happens, you will need to call or text our main number, 817-985-7685 for a new link to be sent. ***APPatient\**** is available as a free download on ios and android devices through the app store.

Once your portal has been activated, you will be able to complete your new patient paperwork and send messages directly to our staff. This is the preferred method for completing the paperwork as it is linked directly to your chart. If you are not able to use the portal you can go to our website ("For Patients">"Patient Forms">"New Patient Forms"), fill out the active PDF forms, print them and bring them with you.

Two days prior to your appointment you will get the ability to check in for your appointment and receive any additional information needed to make your time with our provider best spent, treating you.

Please be sure that you utilize the ***APPatient\**** Portal. Our staff, including Dr. Wolthoff, check the portal throughout the day and will actively use this platform for HIPPA compliant communication and to fulfill other requests linked directly to your chart.

Please feel free to call or email with any questions or to clarify any of these instructions if necessary.

