

Maggi S. Smith, DPM, MS, FACFAS
Michael W. DeGere, DPM, FASPS
Board Certified Foot Surgery, Reconstructive Rearfoot and Ankle Surgery

If you have not been seen before by any doctor at The Toledo Clinic, please plan to arrive 15 minutes prior to the appointment so that a new chart and registration number can be made for you. If you have been seen at The Toledo Clinic before, arrival 5 minutes prior to the appointment should be adequate to update your chart information. If you are a new patient to the Toledo Clinic or would like to update your information, you can also do this online at www.toledoclinic.com and then click on new patient online registration.

Since our office has not seen you before, we ask that you complete a medical history questionnaire. This questionnaire will give us your medical background which will help us facilitate your evaluation. We do ask that you bring the following items with you to your appointment.

1. Your completed medical history questionnaire
2. Any XRAY'S, MRI'S, CT'S, or BONE SCAN'S (including the reports) recently taken for the problem you are seeing us for.
3. Insurance cards
4. List of medications
5. A copy of your insurance referral from your family physician (ONLY if your insurance co. requires one to be done. For example: Paramount, Aetna Medicare, & Cigna).

If this is a work- related injury, please call our office before your appointment. We will need certain information to get your claim started with our office such as...

1. Date of injury
2. Claim #
3. Employer
4. Manage Care Office Information: Name, phone#, and fax#
5. Your allowed diagnosis

If you do not have insurance, please call our office before your appointment to discuss payment arrangements.

Please call 24 hours in advance to cancel or reschedule your appointment or you may be subject to a charge.

Insurance Co-Pays are due at time of service. You may be required to reschedule appointment if Co-Pay is not paid.

Our main office is located on the 1st Floor in Bldg. #3 of The Toledo Clinic ~ 4235 Secor Rd., Toledo, Ohio 43623.

Our satellite office is located in Bldg. #3 Suite L of The Progressive Wellness Bldg. ~ 7640 Sylvania Rd., Sylvania, Ohio 43560.

If you have any questions for us please call 419-479-5757.

Thank you for the opportunity to serve you. See you soon!

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