



CHARLESTON ONCOLOGY

COMPASSIONATE CARE FOR CANCER
AND BLOOD DISORDERS

A Department of
Bon Secours St. Francis Hospital ✦

2085 Henry Tecklenburg Dr. 2nd Floor
Charleston, SC 29414
843.577.6957 Ph.
843.577.6523 Fax

2910 Tricom Street
North Charleston, SC 29406
843.572.9211 Ph.
843.572.0457 Fax

125 Doughty St., Suite 500
Charleston, SC 29403
843.577.2276 Ph.
843.723.3324 Fax

3510 Highway 17 North, Suite 300
Mt. Pleasant, SC 29466
843.420.1530 Ph.
843.388.5480 Fax

300 Callen Blvd., Suite 110
Summerville, SC 29486
843.572.9211 Ph.
843.572.0427 Fax

Dear,

Welcome to Charleston Oncology! We consider it a privilege that you have entrusted us with your health care.

This letter is to confirm your appointment with **Doctor at Date and Time**. For you to be ready to see the physician at this time, it is important for you to come to the office 30 minutes before your scheduled appointment. Your physician may need additional blood work or additional paperwork before you see him/her.

Enclosed is a new patient packet, which we would appreciate you completing before your appointment and bringing with you. This will speed up the admission process.

Here are a few things you will need to bring with you:

- Current insurance card(s) and photo identification.
- A referral from your primary care physician if your insurance plan (such as an HMO) requires one.
- Any medical records in your possession.
- A disk of all radiology scans available.
- A list of your medications. Please bring your bottles of medication with you.
- Payment if you are covered by Medicare or private insurance and have not met your deductible or your co-payment if one is required.

You may speak with a financial counselor prior to or during your appointment if you have concerns about fees, billing procedures, or need financial assistance.

If you are unable to keep your scheduled appointment or have any questions, please call our office at (843) 577-6957 any time between 8:30 am and 5:00 pm Monday through Friday.

Sincerely,

Jennifer Payne
New Patient Coordinator/ Clinical Research Assistant
Charleston Oncology