**FOR YOUR INFORMATION**

**PHYSICAL ADDRESS:** CLAYDESTA WEST TOWER

 # 10 DESTA DR.

 STE. 220 WEST

 MIDLAND, TX 79705

**MAILING ADDRESS:** P.O. BOX 7039

 MIDLAND, TX 79708

**TELEPHONE NUMBERS:** 432-620-8500 MAIN LINE TO OFFICE

 432-620-8501 PRESCRIPTION AND FAX LINE

**OFFICE HOURS:** MONDAY THRU THURSDAY 8:00 AM TO 5:00 PM

 **CLOSED FOR LUNCH 12:00 TO 1:00**

FRIDAY 8:00 AM TO 12:00 PM

WE BEGIN ANSWERING OUR MAIN LINE AT 9:00 AM, AND TURN IT OVER TO THE ANSWERING MACHINE AT 4:30 EACH DAY AND AT NOON ON FRIDAYS.

PLEASE USE THE MAIN LINE FOR APPOINTMENTS, QUESTIONS, AND TO SPEAK TO SOMEONE DIRECTLY. TO ORDER A NEW PRESCRIPTION PLEASE CALL THE PRESCRIPTION LINE AND LEAVE YOUR NAME, AGE, AND PRESCRIPTION TO BE REFILLED AND IF YOU WILL BE PICKING THE NEW PRESCRIPTION OR IF IT WILL NEED TO BE MAILED. IF THE PRESCRIPTION NEEDS TO BE CALLED IN, PLEASE LEAVE THE NAME OF THE PHARMACY YOU WISH US TO CALL.

PRESCRIPTIONS CALLED INTO THE PRESCRIPTION LINE BEFORE 5:00 PM WILL BE READY THE FOLLOWING DAY. PRESCRIPTION CALLED IN AFTER 5:00 PM WILL NOT BE READY FOR TWO BUSINESS DAYS.

SINCE WE ARE ONLY IN THE OFFICE UNTIL NOON FRIDAY YOU MUST CALL IN YOUR PRESCRIPTIONS BEFORE NOON ON FRIDAYS, IN ORDER TO BE READY ON MONDAYS. PRESCRIPTIONS CALLED IN AFTER NOON ON FRIDAYS WILL NOT BE READY UNTIL THE FOLLOWING TUESDAY.

PLEASE BE ADVISED THAT IS THE PRESCRIPTION IS TO BE MAILED THERE WILL BE A $5.00 CHARGE. WE WELCOME **SELF-ADDRESSED, STAMPED ENVELOPES** **FURNISHED BY PATIENTS.** WHEN WE ARE FURNISHED ENVELOPES THERE WILL BE NO CHARGE FOR MAILING.