

Yasmeen S. Bilimoria, MD

Julie K. Kim, MD

2550 Compass Rd, Suite K

Glenview, IL 60026

847-832-6000

Dear Patient,

Welcome to our practice, and thank you for entrusting us with your care.

In order to best prepare for your visit, please review the following office policies.

We look forward to meeting you.

Sincerely,

The Staff at Glen Allergy & Asthma

**GLEN ALLERGY & ASTHMA OFFICE POLICIES**

Before Your Visit

Please fill out the attached new patient forms as completely as you can. If you cannot print these forms at home, please arrive at our office 15 minutes prior to your scheduled appointment time in order to complete these forms.

Arrival and Checking In

Masks are not required for healthy patients. If you are feeling sick or have been exposed to someone who may be sick, please ask for a mask upon arrival.

If you are unwell, have a fever, or are showing signs of an upper respiratory infection, such as cough or difficulty breathing, please stay home and contact the office for further instructions.

Please be aware that the details of your appointment may change depending on the status of CDC recommendations.

Visitors

For children, one adult should accompany the patient. Please make childcare arrangements for non-patient siblings as our office is not able to accommodate extra visitors at this time.

Cancellations/No Shows

If you are unable to come in person for your visit, we are happy to convert your existing appointment to a telemedicine visit. If you need to cancel or reschedule, please contact the office at least **24 hours in advance** of your appointment to avoid a $100 office visit fee and a $200 testing visit fee.

Please call the office if you have any questions.