



Community Internal Medicine

Dear Patient,

Thank you for choosing Mayo Clinic Community Internal Medicine (CIM) for your primary care needs. Your appointment is confirmed and your itinerary is enclosed.

Please read this entire letter, as we are requesting additional information before the date of your scheduled appointment. This information can be returned to us electronically (using your Patient Online Services account), by fax (480-301-4208), or by US Mail (13400 E. Shea Blvd, SCD, AZ 85259). We appreciate receipt of this information at least two weeks prior to your appointment. **If not received, we may request that you reschedule your appointment.**

In this welcome packet, please find the following:

YELLOW Forms to be returned to Mayo Clinic at least two weeks prior to your appointment

Fax/Cover letter, Information for Your Physician, Health Questionnaire

Record Request Form to be completed, copied, and forwarded to your non-Mayo Clinic providers

“Authorization to Disclose Protected Health Information to Mayo Clinic”

(This form may be copied and sent to multiple offices.)

Informational Forms and Brochures to be retained for your personal use

Patient Itinerary, Appointment Timeline, Welcome to CIM Brochure, Patient Online Services Brochure

At this time, please review the “Appointment Timeline,” as it describes details about important next steps, including:

1. Creating a Patient Online Services account,
2. Reviewing your Medications with our pharmacy,
3. Requesting prior Medical Records from your non-Mayo Clinic providers, and
4. Sending your YELLOW Forms to Mayo Clinic.

For questions, or should you need to cancel or reschedule (72 hours in advance please), contact us online at www.mayoclinic.org (“Log in to patient account”) or by telephone (480-301-8087).

Sincerely,

Your CIM Health Care Team