



**Grand Rapids**

743 E. Beltline Ave. NE, Grand Rapids, MI 49525  
616.456.9553 or 888.259.8044 Fax 616.454.5371

**Greenville**

743 E. Beltline Ave. NE, Grand Rapids, MI 49525  
616.456.9553 or 888.259.8044 Fax 616.454.5371

**Lakeview**

420 S. Lincoln Avenue, Lakeview, MI 48850  
616.754.9146 Toll Free 888.259.8043

**Welcome to West Michigan Cardiology, PC**

We want to take this opportunity to welcome you to our practice, and thank you for choosing us as your health care provider. We appreciate the trust you have placed in us, and we look forward to keeping you healthy.

As part of our service, we try to make your office visit as comfortable as possible. Please fill out the enclosed forms and bring them with you when you come for your appointment.

**Appointment Date / Time:** \_\_\_\_\_

**Location:**

West Michigan Cardiology  
705 Greenville West Drive, Suite 101  
Greenville, Michigan 48838  
(616) 754-9146

Kelsey Care Center  
Medical Specialty Building  
420 S. Lincoln Avenue  
Lakeview, Michigan 48850  
(616) 754-9146

West Michigan Cardiology  
743 East Beltline Ave N.E.  
Grand Rapids, Michigan 49525  
(616) 456-9553

**Important Information:**

- Arrive 15 minutes early to register. Plan on being in our office for 60-90 minutes.
- Please bring your insurance cards, a valid form of ID, and a current list of your medications or your pill bottles to each appointment.
- Copayments are due at the time of service or your appointment may have to be rescheduled.
- We recommend you wear comfortable clothing and shoes for walking. Occasionally your first visit to the cardiologist will include walking on a treadmill as part of our comprehensive evaluation of your cardiovascular health. Due to the nature of the test, you will need to shower or bathe prior to your visit. Please do not wear any perfume or cologne.

**If your insurance requires authorization for your appointment, this needs to be done prior to your visit by your primary care doctor.**

**IF YOU CANNOT MAKE YOUR APPOINTMENT:** Please notify West Michigan Cardiology a minimum of 24 hours notice, or you may be charged for the visit.

If you have any questions, please feel free to call us.

*Sincerely,*

Tejinder S. Mander, M.D., FACC  
H. Paul Singh, M.D., FACC

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## What to expect at your first visit to West Michigan Cardiology, PC

### 1. You will be greeted by our friendly front desk staff who will register you for your appointment.

- Our front desk staff will obtain your up to date insurance information, make a copy of your valid ID, collect any copayment that is due through your insurance, and make a copy of your medication list.
- Your completed pre registration paper work will be collected for one of our providers to further review with you in detail during your visit.

### 2. One of our highly trained medical assistants will take you to a patient room where you will undergo the following:

- Height, weight, and blood pressure measurements
- Review of your past medical, surgical, social and family histories.
- Review of your allergies
- Review and update all of your medications
- Obtain an EKG if needed

### 3. Evaluation by one of our board certified cardiologist AND one of our mid level providers (PA/NP).

- Extensive review and discussion of your past history and medications
- Discussion of your symptoms
- Extensive physical exam
- Review of all of your laboratory studies
- Review and discussion of all prior cardiac testing procedures

### 4. Collaboration between you, your cardiologist, and one of our mid level providers (PA/NP) to create a unique treatment plan for your cardiovascular health.

Based on insurance restrictions some tests may need to be scheduled for a different date, but on occasion testing can be done in the office same day. You should be prepared for either case.

### 5. Finally you will check out with our front desk staff. They will assist you in scheduling future testing, procedures, and appointments.

After each visit you will receive a detailed summary of all of your medications, planned testing or procedures, and current medical diagnoses.