



Weight Loss Surgery Center  
2900 First Avenue Huntington, WV 25702  
(304) 399-4903

Date

Dear

Thank you for expressing an interest in the Bariatric Surgery Center at St. Mary's Medical Center. In order to schedule an appointment in the Center, you will need to provide us with information about yourself. A packet of information is enclosed **which must be completed before an appointment can be made**. Please complete the questionnaire, gather all of the required documents and return them in the enclosed envelope. This facilitates organization of your file. **Do not have your physician fax information to us**. Once we have received your packet, it will be reviewed and you will then be contacted. All requested information must be provided. We cannot schedule an appointment until all of the following have been received:

- 1) Two referrals from your primary care physician, one for the surgeon and one for the dietician.
- 2) Copy of the front and back of your insurance card.
- 3) Copy of the section of your insurance policy dealing with obesity surgery (can be obtained from your policy, insurance company, or your employer).
- 4) Fully answered and completed questionnaire.
- 5) One weight per year for the last five years (obtain from your primary care physician).
- 6) Test results from any sleep study, cardiology evaluation, or other relevant testing.
- 7) Documentation of participation in three to six months physician-supervised diet (including diet, exercise and behavior modification) within the past 2 years, depending on your insurance requirements.

Gathering this information and completing the questions will require considerable effort and time, but we will not consider you as a potential patient until the process is complete. After we receive your packet, it may take several weeks for us to call you. Do not call us unless one month has elapsed from the time your packet was mailed in to us.

After you have received your appointment, please plan on spending at least half of a day at the hospital. You will see an educational video and meet with a dietician and your surgeon. It is imperative that you bring your spouse or significant other to this meeting to ensure that they too can understand this life-changing surgery.

The Bariatric Surgery team at St. Mary's Medical Center looks forward to meeting with you to answer your questions and together determine if this surgery is appropriate for your situation.

## LETTER TO POTENTIAL CLIENTS

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**Reviewed Date**