

Patient Welcome Letter



It is our pleasure to welcome you to Silver Pine Medical Group. Prior to your first visit, we would like to share some important patient information. This will help familiarize you with our practice and how we operate.

Preparing For Your Appointment:

To prevent any delays in receiving care, please complete your online registration and remember to arrive 15 minutes before your scheduled appointment time.

Please bring the following items to your appointment:

- Identification and Insurance card
- Medication List
- List of current specialists
- Medical paperwork, including advanced directives

Convenient Office Access:

Silver Pine offers many convenient ways for you to access our clinicians, including:

- Early and late clinic hours
- Saturday clinic hours
- Evening and weekend telehealth appointments
- 24-Hour answering service

For convenient access to your medical records, refill requests, and appointment scheduling, sign up for our [Patient Portal Here](#).

Controlled Substance Prescription Policy:

In accordance with Michigan Law, our practice has established a policy around prescribing medication classified as controlled substances:

Your first appointment will consist of a thorough medical history and evaluation. Your physician will create a customized treatment plan based on your individual assessment. Due to the length of this examination, and other requirements within Michigan's state law, we may **not** prescribe controlled substances during this visit.

To review our complete policy, click here: [Controlled Substance Prescription Policy](#).

Well Visits and Complete Physical Exams:

Our physicians will provide routine visits to monitor growth and development in children and adolescents, as well as wellness in adulthood. Silver Pine recommends patients receive all required pediatric immunizations based on CDC guidelines.

Comprehensive Care Services:

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Our medical group proudly offers you personalized care plans, chronic condition support, and a patient centered approach to specialty care. For a detailed list of [Patient Services](#), please visit www.silverpinedocs.com.

No Show and Cancellation Policy:

As a patient of Silver Pine Medical Group (SPMG), we want you to know that we value your time and commitment to improving your health and well-being. Because of that, we make every effort to see you as close to your scheduled appointment time as possible. In return, we ask that you kindly show the same consideration to our staff and fellow patients.

For more information regarding this and other financial policies, click here: [SPMG Financial Policy](#).

FMLA, Disability, Insurance Forms, and other paperwork:

Completion of these forms and paperwork is **not** a covered benefit under medical insurance plans. A fee will be charged for the completion of FMLA, Disability, Insurance, and other paperwork.

We appreciate you selecting Silver Pine Medical Group for your medical care, where our physicians are dedicated to providing comprehensive care in a compassionate, respectful, and professional environment. We are committed to safety, innovation, and high-quality care for all our patients.

If you have any questions, please call us at (586) 726-4823.

Sincerely,

