

# CINCINNATI ALLERGY AND ASTHMA CENTER, INC.

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## PATIENT INFORMATION BOOKLET

### INTRODUCTION

An allergy consultant is a physician who specializes in hypersensitivity diseases, such as hay fever, sinusitis, asthma, food allergies, eczema, hives, and bee stings. Your primary care physician has referred you to us for consultation and evaluation of your symptoms. Your initial consultation will take approximately one hour and will consist of a complete history and examination, plus pulmonary function tests and hearing tests if required. At that time, it will be determined whether further evaluation through skin testing is warranted.

The appointment for the testing will be made at that time. If, after testing, an allergy desensitization program is recommended, an allergy extract will be prepared for your individual needs.

Our services are provided on an out-patient basis only. If for any reason, it becomes necessary for you to be admitted into a hospital, your primary care physician will be the admitting doctor.

### APPOINTMENTS

The office hours vary each day, so please check with our receptionist. We ask for your patience if there is a delay in our schedule due to emergencies. A conscientious effort is made to stay on schedule. **Emergencies** are given our immediate attention.

If you are unable to keep your appointment, please call the office at least 24 hours in advance. If late for your appointment, rescheduling may occur due to our busy schedule. These courtesies allow us to be of service to all patients.

If someone other than the parent comes with a minor to his/her appointment, a note must accompany that individual stating that we release information to him/her.

### CONFIDENTIALITY

Your medical records are strictly private. Information will be released only upon written request of the patient or parent. These forms are available at each of our locations.

### TELEPHONE CALLS

Please feel free to call the office if you have any questions regarding your allergy problem. Please give the doctor's assistant a complete message concerning your problem. They are trained to answer your questions and if it is necessary for the doctor to return your call, she will call you as soon as conditions permit.

### INSURANCE

Insurance claims will automatically be filed by our billing department upon receipt of complete insurance information. Although we will assist in every way possible with insurance claims, the patient is ultimately responsible for payment. For insurance and/or billing questions, call: (513) 624-1902.

### INSTRUCTIONS FOR CONSULTATION

1. Complete the forms prior to coming to our office for your appointment.
2. Arrive at our office 20 minutes before your scheduled appointment.
3. Allow a minimum of one hour for the initial visit.
4. **If your insurance requires that you have a referral form or prior authorization, make sure this has been received at our office before your visit. All co-pays are due at the time of service.**

If you have any questions,  
please contact our office.