

# TRANSITIONS THERAPIES WEST

862 Patriot Dr. Ste. E,  
Moorpark, California 93021  
Office (805) 552-4231  
Fax (805) 552-4233

## Welcome to Transitions Therapies West

Please fill out a new patient information packet and other documents important to your care and treatment. Please, fill out these sheets and bring them with you to your first visit along with your insurance cards, claim information, driver's license or other state issued photo ID, and current (within one month) prescription. **Please arrive at least 15 minutes early for your first appointment** to allow time to process your paperwork. If you do not bring your paperwork fully completed, plan to arrive one-half hour prior to your appointment.

Also, please read the enclosed HIPAA privacy information and sign that you received it on page 3 of the new patient packet.

Contractually, co-pays are due prior to being seen. Our office is set up to accept credit/debit cards only or through our website at [www.transitionstw.com](http://www.transitionstw.com) where you will be redirected to PayPal. Our PayPal account is set up for you to pay with a variety of credit and debit cards, or, you may bring a checkbook to settle any co-pays or other monies due. A checkbook is recommended for your first visit.

If you require an aide for any assistance, please make sure that your aide stays with you for the length of your treatment.

Don't hesitate to call if you have any questions.

We look forward to meeting you.

Thank you.

*Cheryl Wertheimer*

Enclosures

The materials in this transmission are private and may contain Protected Health Information. If you are not the intended recipient be advised that any unauthorized use, disclosure, copying, distribution or the taking of any action in reliance on the contents of this information is strictly prohibited. If you have received this email in error, please immediately notify the sender via telephone at (805) 552-4231 or by return fax at (805) 552-4233.