



Welcome to **Salem Pulmonary Associates, P.C.** We look forward to assisting you with your respiratory needs. Our office hours are from **8:00** am until **5:00** pm, **Monday** through **Friday**. If you are visiting us for the first time, please arrive **20 minutes** before your scheduled appointment to allow time for registration. Please bring your **medical insurance card(s)** and a list of **medications** you are currently taking. We will call you two working days ahead to confirm your appointment. If you need to cancel, we ask a minimum of 24 hours notification prior to your appointment time. Appointments cancelled with less than 24 hours' notice might be subject to a \$25 cancellation fee.

We realize your time is valuable and will strive to keep your appointment on time. **Your first appointment can take approximately 1 to 1 1/2 hours.** You can help us by completing the forms listed for respiratory care appointments. Electronic (PDF) versions of these forms are available on our site. Since the doctors in this practice also cover the ICU at Salem Hospital, we ask for your patience and understanding when they are called to care for critically ill patients, which then disrupt their office schedule. We will be sure to notify you if they are running behind. On the day of your appointment, please remember to bring the patient information forms (if you have not mailed them in), your insurance card(s) and insurance specified co-pays (we accept cash, check, debit, Visa, MasterCard).