



# Asthma, Allergy & Sinus Center

**W. Murphy, MD, FAAAAI**  
*Diplomates of the American Board of Allergy & Immunology*

## **Asthma, Allergy and Sinus Center, LTD**

### **Our Phone System:**

When our phones are in service, you may leave your message for requests for the appropriate line. If you have an emergency, please call 911. Our physicians are on call when we do not have office hours. Please follow the instructions that prompt you from our phone service. For prescription refills, please leave a message **ONLY** on the nurses' line. Please allow 48 hours for refills and look for prior authorization. Make sure you spell patient name along with date of birth. Please leave the name of your pharmacy with a telephone number. Also, leave a telephone number where we can reach you with any problems.

### **Insurances:**

If we participate with your insurance carrier, your claims will be submitted by us. All co-pays are paid at the time of visit. Co-insurance and deductibles will be billed directly to the patient after the claim is processed.

#### **FOR HMO INSURANCES:**

1. All patients are responsible to have a valid referral for their date of service. No one will be seen without a valid referral.
2. The office will not be held responsible for keeping track of referrals.

### **Scheduling Appointments:**

We try to accommodate your schedule. Please be aware that our time is also very valuable. If you need to cancel an appointment, we would appreciate at least 24 hours in advance, especially for testing appointments. There is a \$15.00 no show fee.