

PATIENT NOTES

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Diabetes Center
Washington University School of Medicine

Your health, well-being and satisfaction are very important to me. I therefore will be making some changes in my routine in order to provide better communication and service. I welcome any comments or suggestions that you may also have so that we can work better as a team.

- I will plan to send you a copy of your office visit once it is completed and signed. Please review the information provided and help to make any corrections or ask questions based on what is written. Please let me know if you prefer to not receive your office note. A copy will also be sent to your other physician(s) unless you request otherwise.
- You should receive a telephone call and/or a letter regarding any lab test results within one week of when it is done. Unfortunately, this may be delayed if I am out of town when the result is returned; however, another member of our staff should be able to provide you this information if you have not received a notice in a timely fashion.
- Since radiology and other special test reports often do not get to me until long after they are done, please let me know if you have not received a notice in a timely fashion. Please feel free to contact me sooner if you are particularly concerned about the result.
- I welcome e-mail communication if this is easier for you than calling on the telephone.
- Please include your name, date of birth and contact information on all telephone messages, e-mails and letters.

Thank you for coming to see us at the Washington University Diabetes Center.

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