



## SOUTHWEST NEUROSURGICAL ASSOCIATES

500 Walter NE, Suite 501 – Albuquerque, NM 87102

Phone: 505-244-0080 Fax: 505-244-9048 Web: [www.swnsa.com](http://www.swnsa.com)

Dear \_\_\_\_\_

We would like to welcome you as a new patient to our practice, and thank you for giving us the opportunity to serve you. Our goal is to address whatever neurosurgical problem you might have with compassion, efficiency, and state-of-the-art care.

Our office is located on the fifth floor off the Medical Towers building just north of the Albuquerque Regional Medical Center (formerly St. Joseph Medical Center). There is ample free, covered parking in the adjoining parking structure to the east.

In most cases, your doctor has asked us to see you to render a surgical opinion about a neurological disorder affecting either the brain or spine. In some cases our recommendation may be either a conventional surgical procedure or in the case of some brain disorders, a non-surgical procedure called Gamma Knife radiosurgery. In other cases, we may recommend that non-surgical management or simple observation is the best course of action.

It is extremely helpful for us to know as much about your neurosurgical problem and your entire medical history **prior** to your appointment with us. Your medical history is often an important factor in determining whether or not surgery is your best option, and it is crucial for us to know every detail of your medical history if we admit you to the hospital for surgery. For this reason, we have enclosed questionnaires that we hope you will fill out as completely as possible and send back to us **prior** to your appointment.

In most cases, our ability to review your radiographic studies (MRI, CT, plain x-rays) is critical to our decision-making process and our ability to explain to you the nature of your problem. It is therefore imperative that we have the **actual radiographic studies** (hard copy films or CD of the studies provided by the imaging center) at the time of your appointment. *Written reports from the radiologist cannot substitute for the actual studies.*

Because there is a shortage of neurosurgeons in the state of New Mexico, we sometimes have to re-schedule appointments due to emergencies that arise. Regretfully, this is sometimes on short notice. We therefore encourage you to provide us with a daytime phone number (often a cell phone number would be best) so that we may reach you in case your appointment needs to be re-scheduled either for later the same day or on a different day. Please feel free to call us within a few hours of your scheduled appointment to make sure that we are running on time. We apologize in advance for any inconveniences re-scheduling may cause, and we know your time is valuable.

Finally, we cannot see a new patient without a referral from your primary care physician. We regret that we are not able to see “self-referral” patients. We therefore kindly ask that you contact your primary care physician to ensure a referral has been sent, faxed, or given to you for this appointment.

Thank you very much and we look forward to meeting you.

Sincerely,

Andrew K. Metzger, MD