

Char Glenn, M.D.

Internal Medicine

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REFERRAL INFORMATION

WHAT IS A REFERRAL?

A referral is an authorization from your insurance company for you to see a specialist. Check with your insurance company to see if you require referrals.

HOW DO I GET A REFERRAL?

Choose a specialist from the list provided by your insurance company (if you are unsure if the specialist is with your plan, you need to call your insurance company) and make an appointment. After you have an appointment, call us at Nob Hill Internal Medicine to ask for your authorization. Please provide us with the physician's full name, phone number, the specific reason for your appointment and the name of your insurance company.

PLEASE NOTE: Your physician does not provide our referral coordinator with your information;it is your responsibility to request the authorization from the Nob Hill front office staff and that the provider is covered under your insurance.

ANYTHING ELSE I SHOULD KNOW?

Some specialists may need the authorization before they will schedule your appointment, in that case, just let us know.

When the referral is complete, we will notify the specialist. The process takes up to two weeks under normal circumstances.

If you have further questions please phone our office at 274-9818 Monday through Friday between the hours of 8:30 a.m. and 3:30 p.m.