



Board Certified Plastic Surgeon

Patient safety is our top priority. Please know that we have implemented many changes to the practice due to the COVID19 pandemic. The following steps require patient participation.

- We request 24 hours notice if you need to change or cancel your appointment.
- Please sign and return appropriate documents (COVID Appointment Questionnaire, Botox consent, etc) to our office at least 24 hours prior to your appointment. These are forms are found in the Resources section of the practice website. If you do not have a printer, you may download a (free) app that signs PDFs. Search for “Document sign” in the App Store. You may fax (214-823-4935) or email ([bertha@drstephanieotia.com](mailto:bertha@drstephanieotia.com)) your completed forms.
- Please arrive **on time** as to ensure that patient appointments do not overlap.
- Call 214-823-9652 once you arrive in our parking lot. Please let us know if you have anything specific that you want to discuss during your visit.
- Stay in your car and wear a mask.
- Dr Teotia or a staff member will come to your car and take your temperature.
- If you are having Botox or dermal fillers, your will likely be performed while you are in your car.
- Payment via credit card is appreciated as to minimize contact. If you use cash, please bring small bills as to pay the exact amount.