



Telephone: (480) 483-0393
Fax: (480) 237-9473
tarlowknee@gmail.com

Scottsdale Location
8630 E. Via De Ventura
Suite 105
Scottsdale, AZ 85258

Uptown Phoenix Location
4440 North 36th Street
Suite 100
Phoenix, AZ 85018

Medical Form Policy

FMLA, STD and Return to Work

We require 10 business days for completion of all forms. We will attempt to complete your forms quicker but at times there is a backlog of these documents.

There will be \$35.00 fee for medical forms to be filed. This fee will be billed to your account after form processed.

If possible, submit all FMLA, Short Term Disability forms to Advanced Knee Care prior to surgery. Return to Work forms should be submitted 10 days in advance.

*Please submit all forms **electronically** to tarlowknee@gmail.com with "FMLA Form" in the subject line. Our office will confirm receipt by email.*

Be sure to include:

- All appropriate medical forms
- Your desired Return to work date
- Complete information on where to send the forms once completed (including phone, number, email, fax and address)

Thank you for entrusting us with your care!