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Dear Sir or Madam:

Welcome to Audiology Hearing Care Services! Enclosed, please find a Dizziness Questionnaire and instructions to follow prior to your Video Electronystagmography (VNG) evaluation. The Dizziness Questionnaire is to be filled out completely before your appointment. If your scheduled appointment needs to be cancelled for any reason, please contact this office **within 24 hours** of the scheduled time. Appointments that are cancelled or missed may be subject to a late cancellation fee. If you have any questions or concerns, please do not hesitate to contact our office.

Best Regards,

Audiologists and Staff of Audiology Hearing Care Services

1316 Rock Cliff Drive
Martinsburg, WV 25401
Phone: 304-264-8884
Fax: 304-264-8885

31 Willow Springs Drive, Suite 101
Charles Town, WV 25414
Phone: 304-728-6763
Fax: 304-728-6770

Your VNG appointment is:

Date: _____

Time: _____

INSTRUCTIONS FOR VNG PATIENTS

The VNG test is a special evaluation of vestibular (inner ear) function. The test is designed to assist in diagnosing the cause of your dizziness. The procedure is rather lengthy (about 1 ½ hours) and requires special preparations on your part. **It is very important that you follow these instructions or the test may have to be rescheduled:**

1. Discontinue all non-essential medications for 48 hours prior to your examination (including sleeping pills, tranquilizers, sedatives, antihistamines, anti-depressants and any medications you are taking for dizziness). If you are not sure whether or not you can temporarily discontinue a particular medication, check with the physician who prescribed it. Should there be any medication, which you cannot discontinue, please write down the name and dosage and bring this information with you.
2. Take nothing by mouth (no food or drink) for 4 hours prior to your appointment.
3. Use no alcohol for 48 hours prior to testing. Caffeine and tobacco should also be avoided.
4. Women **SHOULD NOT** wear makeup of any kind. Long hair should not be pulled up into a ponytail or bun.
5. Wear comfortable clothing to the evaluation. Women should not wear skirts or dresses.
6. Please discontinue use of contact lenses 3 days prior to the test. Please wear your eyeglasses for those 3 days and the day of the evaluation.
7. Please have someone accompany you if at all possible. The test may cause you to become mildly dizzy for a brief time.

**If cancellation is necessary, please contact us at least 24 hours in advance, otherwise a missed appointment fee may be charged. (Inclement weather is an exception)
If you have any questions, please do not hesitate to call us at (304)264-8884.**

VNG CANCELLATION POLICY

PLEASE BE ADVISED THAT
BALANCE/DIZZINESS
EVALUATIONS ARE VERY
IMPORTANT AND VERY TIME
CONSUMING FOR THE
AUDIOLOGIST.

IF YOU CHOOSE TO CANCE YOUR
APPOINTMENT IT MUST BE DONE
WITHIN 24 HOURS. YOU WILL BE
BILLED A \$100.00 FEE FOR A
MISSED APPOINTMENT.