



HealthWorks for Northern Virginia
Quality Healthcare for All

Patient Office Policies and Procedures

We can be reached during our office hours by calling 703-443-2000. If you would like to reach us after hours, our Medical Providers are on-call 24 hours per day/365 days per year. Our after-hours service can be reached by calling our phone number and following the prompts. If you need an appointment, prescription refill or test results, please call during our office hours.

Appointments Requests

HealthWorks for Northern Virginia is committed to providing quality care to our patients. To ensure timely continued care, we encourage patients to schedule follow up appointments in advance. When calling for an appointment, please provide your name, telephone number, reason for visit, as well as any updated contact or insurance information. For hospital follow up visits, please inform the receptionist upon scheduling if you were recently treated in an ER or admitted as an inpatient. HealthWorks makes every effort to remind our patients about upcoming appointments via text message, phone call and our dedicated patient messaging system.

Late Arrival Policy

In order to better serve our patients, our late policy is strictly enforced. Patients arriving over 10 minutes late for their medical appointments will be rescheduled to the next available appointment either same day or next day. If this occurs, our front desk staff will be happy to assist you.

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Sterling Center
21641 Ridgetop Cir, Ste 107
Sterling, VA 20166
Fax: (703) 443-2033

Sully Center
13800 Wall Rd, Ste 055
Herndon, VA 20171
Fax: (571) 306-7741



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Appointment Cancellation Policy

In order to be respectful of the medical needs of our patients, please be courteous and call us promptly if you are unable to attend an appointment. If your call is not answered, please leave a voicemail and our staff will promptly update our scheduling system. This way, the vacant appointment slot can be given to another patient in need. In the event of inclement weather, our office will contact you if there are any changes to your appointment date or time. Also, please visit our Facebook page or our website for updates regarding closures.

What to Bring to Your Appointment

- ID (Driver's license, Passport or any other form of Picture ID)
- Insurance Card(s)
- List of Current Medications, vitamins and supplements you are taking
- Any medical records you have from previous medical providers or facilities
- Most recent list of immunizations
- List of any questions you may have for your nurse or provider

Welcome to HealthWorks for Northern Virginia! Please contact one of our Managers if you have any questions or comments:

Natalia Lopez - Leesburg	571-498-9044
Lesly Majano - Herndon	571-401-9026
Juan Gonzalez - Reston	571-407-9116
David Lopez - Sterling	571-517-6146
Norberto Trejo - Sully	703-977-8750
Milagro Jurado - Dental Leesburg	571-498-9038
Josseline Pinto - Dental Herndon	571-401-1389

*Our Vision:
"Quality Healthcare for All"*

Leesburg Center
163 Fort Evans Road NE
Leesburg, VA 20176
Fax: (703) 443-2033

Herndon Center
1141 Elden Street, Ste 300
Herndon, VA 20170
Fax: (703) 435-6752

Reston Center
11484 Washington Plaza W
Reston, VA 20190
Fax: (703) 657-2142

Sterling Center
21641 Ridgetop Cir, Ste 107
Sterling, VA 20166
Fax: (703) 443-2033

Sully Center
13800 Wall Rd, Ste 055
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