



Physicians for Women, PC

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Dear

The staff of Physicians for Women, PC would like to take this opportunity to welcome you to our practice. We are pleased that you have chosen our office to serve your obstetrical and gynecological needs. We will do all we can to provide you with the very best care. In order to do so, please read the following information. We look forward to serving you and having a most happy and healthy relationship.

- In order to do a thorough examination, we will need at least an hour of your time. Please remember that the nature of your examination could be confusing to children, so we encourage you to make alternate plans for their care. If you bring your children to the office, they must be supervised at all times, and they are not allowed to touch the medical equipment or computers.
- Seating in the reception room is limited. We encourage husbands and/or significant others to accompany our pregnant patients to the office. We encourage mothers to bring their recently delivered babies for a visit, as we all enjoy the fruits of our loving work. We request that you limit friends or family accompanying you to the office.
- We ask that you fill out the enclosed sheets and bring them with you on the day of your appointment. Your visit will go smoother if you arrive with your completed forms at least 15 minutes prior to your appointment time.
- Please bring your picture identification card (driver's license, student id or passport)
- Your appointment time has been reserved just for you. If you can't make it, please phone us 24 business hours in advance. We realize that unexpected events do occur, therefore we appreciate any notice prior to the appointment time. We will be happy to find a more suitable time for you. If you arrive after your scheduled appointment time you may have to reschedule or have a significant wait time to accommodate the patients who arrive at their appointed times.
- We require payment at the time of your visit, so please be prepared. If we participate with your insurance company, we'll collect the required co-payment and then file your insurance claim for you. If you do not have insurance, we require payment in full at the time of your visit. For some procedures and/or blood work, you may be required to pay your insurance deductible and/or co-insurance. We accept cash, debit card, VISA, MasterCard, American Express, Discover and personal check. There will be a service charge of \$35 on all returned checks.

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Your appointment is scheduled for:
