

Date: \_\_\_\_\_

Dear \_\_\_\_\_,

Congratulations on your pregnancy. The doctors, nurses and staff at Comprehensive Women's Healthcare are excited to be a part of your healthcare team during this joyous time.

Since your first visit with our office, we have contacted your insurance company to verify your benefits. Enclosed is our Obstetrical Financial Policy, which summarizes our charges, and the information your insurance provided us about your coverage, deductibles and co-pays. Feel free to contact your insurance company directly to ensure the information they provided us was accurate. If your insurance changes at any time during your pregnancy, it is critical we have that information immediately.

We are excited to announce our convenient automatic bill pay service, which the doctors purchased in March of 2008. In an effort not to raise our prices and keep our billing costs down, we have implemented an automatic bill pay service, which allows your payment to be deducted each month on the date you choose, until your balance is paid in full. We take the total balance due to our office, and divide it into 2-5 monthly payments, the first payment starting at your next office visit. Just tell our office staff at your next office visit which date each month you would like your payment to post, and our new bill pay service will automatically charge your credit or debit card each month on that date until your balance is paid in full. Our office will provide you with a receipt at your next visit of all scheduled payments for your records. If you prefer, you may pay your balance in full at your next office visit.

Remember, this bill pay service is only for the charges for our office, Comprehensive Women's Healthcare, and does not include any charges for the lab, hospital, pediatrician or anesthesia services. **Also, you must be a registered user of our online services to use the bill pay service, so visit our website and create your user login.**

Please visit our website at [www.grapevineob.com](http://www.grapevineob.com) to create your login, utilize our online services, for health information, information about our practice, and to utilize our online services including pre-registration, refill requests, appointment requests, test results, and to purchase our pharmaceutical grade vitamins.

Again, congratulations on your pregnancy. Our office staff will visit with you at your second visit to start your our automatic bill pay service on the date you choose, and to answer any questions you may have.

Sincerely,  
Comprehensive Women's Healthcare  
Dr. Alan Cowen, Dr. Kerry Neal, Dr. Rebecca Robert

