

<Date>

Dear <Patient name>,

Welcome to <Practice name>.

As your health care team, we're committed first and foremost to your good health. We'll provide comprehensive, coordinated care through our trusted team of high-quality specialists and providers.

We pride ourselves on our collaborative relationships, working closely with you, your health plan, and other providers in the <provider network>. Our partnership helps us to coordinate your health care, and ensures that we'll have the information we need to give you the best care possible.

My role as your primary care provider (PCP)

Having your full medical history gives me a unique perspective and helps me make the most informed decisions about what care is needed and when. Please call me first for all your health needs and concerns, including check-ups, preventive care, and care for when you're sick.

I will also work with you to determine when you need specialized care, and what specialty providers are right for you.

If you need to see a specialist

I work with a trusted team of expert doctors and specialists in order to provide complete, coordinated care. When you need it, we'll refer you to the specialist or hospital that's right for you and your situation.

If you need a specialist outside of our practice, we'll discuss your options together, keeping accessibility, timeliness, quality of care, and cost in mind.

If you have questions

We encourage you to share any questions or concerns you may have. You can reach our practice at <1-234-455-6045, Monday through Friday, 9:00 a.m. to 5:00 p.m.> You can also contact us via email at <xxx@aaa.com>.

To learn more about our team and services, visit www.PRACTICENAME.com.

Sincerely,

Provider name

Provider specialty

Practice name