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Arlington, Texas 76014
Phone: (817) 468-4689
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1670 East Broad Street
Suite 107
Mansfield, Texas 76063
Phone: (817) 453-1758
Fax: (817) 453-1763

Dear Patient:

We are glad that you have chosen Matlock OB/GYN to provide your obstetrical and/or gynecological healthcare. Whether you are visiting our office for the first time, or are already a valued patient in our practice, we appreciate the opportunity and want to make the pre-visit process as simple and convenient as possible.

Therefore, enclosed you will find one (or more) forms that the office and your physician will use during the course of your care. These forms need to be filled out in their entirety and given to the receptionist when you sign in for your visit.

If you are pregnant, and this is your initial visit in our office for this pregnancy, your appointment is scheduled to be with the physician's assistant. Should a higher level of care be medically indicated, this office provides for physician coverage at all times.

Please bring proof of insurance and any necessary referral from your primary care physician. Additionally, it is our office policy to collect any patient portion due at time of service.

It is our goal to see patients as close as possible to their scheduled time, so please plan to arrive in the office 30 minutes prior to your appointment. There will be a few remaining in-office preparations to be completed prior to your being seen and they need to be finalized by your scheduled appointment time.

We appreciate your understanding and look forward to the opportunity of having you as our patient.

Sincerely,

The Physicians and Staff of Matlock OB/GYN

