



Dr. Caroline Newman, MD

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Dear Patient,

We hope that this letter finds you and your family in excellent health. We're writing to update you with some new information pertaining to our office.

It is important that you provide your email address, as well as the email addresses of your family members who visit with us, using the enclosed form. Some of the added benefits of having an email on file include reminders about health screenings, details of appointments with specialists, and more. It is our goal to keep you fully informed of anything that may affect your healthcare.

These new communication efforts are part of a larger program we are continuing in the practice this year, the Annual Fee Program. The Annual Fee Program offers comprehensive coverage for a wide range of services not covered by OHIP. It will also allow us to more effectively engage with our patients and deliver information that is relevant for you. One such benefit of the Annual Fee program is that we will provide to you, upon request, important documents from your health record such as test results, labs, ECGs, etc. These documents can be invaluable in the event of an emergency, when traveling or even when consulting with other healthcare professionals.

While most of the services you receive in our office are covered by OHIP, many are not. With this in mind, the Annual Fee program provides annual coverage for the most common non-insured services such as *illness and return to work notes*, *insurance letters* and a number of other *medical procedures* (see the attached fee guide list). These services take considerable time and resources to administer, and your participation in the program ensures that we continue delivering the highest standard of care while offsetting some of the costs involved. We believe that the Annual Fee program is priced fairly for our patients and it is our hope that you will consider the benefits for yourself and your family.

Of course you may choose not to opt-in to the Annual Fee program. In this case, any non-insured services you receive will be billed to you on a "pay-as-you-go" basis. Thank you for placing your trust in me to provide you with the highest quality healthcare possible which I hope to fulfill for many more years to come.

Sincerely,

Dr. Caroline Newman MD