

[Date]

To the Parents of [Baby's Name],

Welcome to [Clinic Name]!

Congratulations on your new arrival! We are honored that you have chosen us to care for your baby during this exciting time. Our team is dedicated to providing the best medical care for your newborn and supporting your family as you grow.

Your First Visits

The first few weeks of life are a time of rapid change. We typically schedule check-ups at the following intervals:

- 3 to 5 days old
- 2 weeks old
- 1 month old

Office Hours & Contact Information

Our office is open [Days of Week] from [Opening Time] to [Closing Time]. To schedule an appointment or speak with a nurse, please call us at: **[Phone Number]**.

After-Hours Care

If you have an urgent medical concern after hours, please call [After-Hours Phone Number] to reach our on-call provider. In the event of a life-threatening emergency, please dial 911 immediately.

What to Bring

For your first appointment, please remember to bring:

- Your insurance card
- Hospital discharge papers
- Any questions you may have for the doctor

We look forward to watching your little one grow!

Sincerely,

[Doctor/Provider Name]

[Clinic Name]

[Clinic Address]

[Website Address]