

[Date]

To the [Parent's Last Name] Family,

Welcome to [Practice Name]!

Congratulations on the arrival of your new baby! We are honored that you have chosen us to partner with you in your child's health and development.

Our goal is to provide compassionate and comprehensive care as your little one grows. To help you get started, please see the important information below:

- **First Appointment:** Your baby's first visit should be scheduled for [Number] days after discharge from the hospital.
- **Contacting Us:** For appointments or non-urgent questions, call us at [Phone Number] during office hours.
- **After-Hours Care:** If you have an urgent concern after hours, please call our nurse line at [Phone Number].
- **Patient Portal:** You can access medical records and message your provider at [Website URL].

Please remember to bring your discharge paperwork and insurance card to your first visit. We look forward to meeting your newest family member!

Sincerely,

[Doctor's Name/Practice Manager Name]

[Practice Name]

[Practice Address]

[Practice Phone Number]