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### CONGRATULATIONS!

We are delighted to welcome the newest addition to your family – and to our family here at Bayside Pediatrics.

As you adjust to your new role as parents, or as you grow your family, we understand that certain administrative details can easily be overlooked. This is a friendly reminder to contact your Human Resources Department if you are enrolling your child in a private or commercial insurance plan.

If you are enrolling in a state Medicaid program, please visit the Maryland Health Connection website at <https://www.marylandhealthconnection.gov/> or contact Maryland Health Connection directly at 1-855-642-8572 for assistance.

**Please note:** Regardless of the type of insurance you are seeking, you have **30 days** from your child’s date of birth to initiate the enrollment process. After this 30-day window, coverage is not guaranteed until the next open enrollment period.

**If you have an insurance that requires a primary care physician be assigned to your policy (private/commercial HMOs and Medicaid MCOs), MAKE SURE one of our providers is listed on your card when you receive it. If a different provider is listed, contact the insurance IMMEDIATELY to have the provider updated!**

If you have any questions, please do not hesitate to contact our office. We are here to support you and your growing family.

Warmest wishes,

The Staff at Bayside Pediatrics

Acknowledgement of Receipt: \_\_\_\_\_ Date: \_\_\_\_\_

Patient’s Name: \_\_\_\_\_ DOB: \_\_\_\_\_

