



CASTILLO * WALTERS OB/GYN
A Division of Atlanta Women's Health Group, P.C.

4488 North Shallowford Road NW.
Suite 210
Atlanta, GA 30338
Telephone (770) 730-0451

3630 Savannah Place Drive
Building 100, Suite B
Duluth, GA 30096
Telephone (678) 474-0203

WELCOME TO OUR PRACTICE

Thank you for choosing our practice. The Physicians, nurse practitioners and staff at Castillo Walters OB/GYN are dedicated to providing every woman with state-of-the-art, comprehensive medical care. Our physicians are board-certified in Obstetrics and Gynecology, servicing the Atlanta area for over twelve years. Our doctors are affiliated with Northside Hospital. Since its founding in 1998 Castillo Walters OB/GYN has provided comprehensive health care to the women in our area. At Castillo Walters OB/GYN you can build and develop a relationship with one of our physicians, or you may choose to see both. Whichever method you choose, you'll receive the personal attention you deserve. Our doctors are *Women Caring for Women*. If a problem should arise before your scheduled appointment time, please do not hesitate to call.

Our practice notice of Privacy Practices and some insurance information is in our website for your review. Please print, fill out and sign the New Patient Forms and bring them with you on your first visit.

For your convenience, directions to our office are included here and also available in our website. Call if additional directions are necessary.

If you need to change or cancel your appointment, please notify the office 24 hours in advance. Failure to notify the office will result in you being billed \$25.00.

MANAGED CARE:

Our doctors participate in multiple managed care plans. Should your plan require a referral number for your visit, **it is your responsibility** to request and obtain this number from your Primary Care Physician (PCP) and either call it in to us prior to or bring along with you on the day of appointment. Besides the referral number you will need to provide number of visits that the referral number will cover and an expiration date.

Bring your most recent insurance card when you come for your appointment. If you do not have your card we will need to reschedule your appointment. We must make a copy for your file. **If you have not satisfied your deductible, or a co-pay is part of your insurance contract, you will be asked to pay this at the time of your visit.** In any event, we will expect payment at the time of service either in full or as designated by your insurance plan. As a convenience to you, we offer cash, check (postdated checks are not accepted), debit or credit (Visa, Mastercard or AMEX) as payment options.

LABS:

Our office do not bill for labs. The laboratory (Labcorp, Quest, Genzyme, Phyttest-third party billing) will bill your insurance or you directly. If you have any questions regarding your laboratory bill, please contact the number provided in the bill. We do not have any access to such billing records.



CASTILLO * WALTERS OB/GYN
A Division of Atlanta Women's Health Group, P.C.

4488 North Shallowford Road NW.
Suite 210
Atlanta, GA 30338
Telephone (770) 730-0451

3630 Savannah Place Drive
Building 100, Suite B
Duluth, GA 30096
Telephone (678) 474-0203

DIRECTIONS TO DUNWOODY

Our Dunwoody address is **4488 North Shallowford Road, Suite 210, Atlanta, Georgia 30338**. To reach our Dunwoody office from the west, take 285 East to exit 30. Continue straight until the 2nd traffic light and then turn left onto North Shallowford Road. From the east, take 285 West to exit 30. Continue straight until the 2nd traffic light, then turn right onto North Shallowford Road. Once on North Shallowford Road, from either direction, go north for ½ mile. The Waterford Building will be on your left. Take the 2nd entrance into the Waterford Building. Our office is in the 1st building on your left, suite 210.

DIRECTIONS TO DULUTH (New Location as of 12/29/08)

Our Duluth office is located at **3630 Savannah Place Drive, Building 100, Suite B, Duluth, Georgia, 30096**. To reach our Duluth office from the south, take Peachtree Industrial Boulevard North to Pleasant Hill Road. Turn right at Pleasant Hill Road, go approx. 0.2 miles and turn right onto Savannah Place Drive. Our office will be on your left. To reach our Duluth office from the North, take 85 South to Pleasant Hill Road (exit 104). Turn right onto Pleasant Hill Road, go approx. 3.6 miles and turn Left on Savannah Place Drive(right before Peachtree Industrial Blvd). Our office will be on your left .