

## Office Policies

At Elite Ob/Gyn we make every effort to take care of your needs as efficiently as possible while still giving you the personal care you deserve. Our physicians work together as a team to make this happen. If your physician is called away from the office or is not available, you have the option of being seen by the other physician in the office. Similarly, we make every effort to attend to our own patients in the hospital, but if your doctor is not available, please be assured that you will be well taken care of by the other physician in the group.

Our physicians have privileges at two hospitals in the Frisco area: Centennial Medical Center and Baylor Medical Center at Frisco. If you need to go to another hospital for any reason, our physicians will not have privileges there and will not be able to see you. You will be cared for by physicians at that hospital.

Our caring office staff answers the phones from 8:30am to 4:30pm Monday through Friday. If you have any questions or concerns, please do not hesitate to contact us during those business hours. We do have a 24-hour answering service to take your calls outside business hours; however we ask that you use this with discretion and for emergencies only. If you do have an emergency, the answering service will page the doctor on call and your emergency will be addressed right away.