



<Date>

<First Name> <Last Name>

<Address 1>

<Address 2>

<City,> <State> <Zip>

Dear <First Name> <Last Name>:

The Bronx Mental Health Center at 400 East Fordham Road, Bronx, New York, will be closing for patient care on May 30, 2007. Outpatient mental health services will no longer be provided at this location after this date.

HIP Health Plan of New York is committed to assisting you with your transition to a new mental health professional. HIP maintains an extensive network of individual mental health professionals and contracted agencies conveniently located throughout New York City. Your therapist will help you make a suitable selection and assist in the transfer of your medical records to your new mental health practitioner. Please discuss options for continuing care with a new mental health professional at your next visit or call the Bronx Mental Health Center to arrange an appointment.

If you have already discontinued care but wish to review your future care needs, you may speak with your mental health specialist by calling **1-718-364-3500**. Specialists are available between 9 am and 7 pm, Monday through Friday, before May 30, 2007. Otherwise, please use the following resources to address all future questions and concerns regarding mental health services:

- For assistance in locating nearby mental health practitioners and/or to obtain or transfer medical records: **1-888-447-2526**, Monday through Friday, 9 am to 5 pm. Records of members not currently in treatment will be archived as appropriate, in compliance with patient privacy regulations.
- For assistance with social support needs: **1-800-447-0769**, Monday through Friday, 9 am to 5 pm.
- For urgently needed mental health care after hours: **1-888-447-2526**. A psychiatrist is always on call to help you with any urgent issues.

We do not anticipate any disruption in services and will work to make this transition as seamless as possible for you.

Best in health,

Leonard Reich, Ph.D.  
Vice President for Behavioral Health



Commercial HMO and POS



Medicare and Medicaid HMO