**Single Case Rate Letter of Agreement Checklist**

* Do you have the correct name and email for the insurance person you are sending the information to?
* Letter to insurer – did you make sure all parts are filled out with *your* information? ID and Group number, double check footer, pain chart, failed in-network treatments, spellcheck, and read it through one last time, then one more time after that?
* Letter from your primary doctor (if applicable)?
* Letter from your OB-Gyn (if applicable)?
* Letter from Vital Health?
* Attachment with clinical info about excision?
* Dr. Cook’s CV/Resume?