

Welcome To Our Office.....

Thank you for selecting our office for your Gynecology care. We offer unique services of the highest quality in a caring environment. There are some important issues for you to know about, so please read on.

For your appointment you will need to do the following:

1. Fill out all paperwork completely and bring to your appointment (do not mail)
2. You should arrive at our office 15 minutes prior to your appointment
3. Bring your current insurance card
4. Allow 15-20 minutes for parking. So, please arrive at St Vincent Medical Center 30 minutes before your appointment.

Services

We see patients for gynecology issues only. Dr. Ledbetter doesn't deliver babies or perform surgeries anymore.

We ask our patients to have a Primary Care doctor (family practice or internist) to care for your general medical care because we don't do that. If you do not have a primary doctor, you can get help from the Providence Referral Line (503) 216-6595 or Legacy Referral line (503) 335-3500.

Office Hours/After Hours/Emergency

Our office is open Tues -Fri 8:30am to 4:30pm. We are closed for lunch for an hour sometime between 12:00- 1:30pm. Please call our answering service at (503) 412-2478 for after hour urgent matters. If you have an emergency please go to St. Vincent Emergency room.

Insurance & Payment

We ask that you become familiar with your insurance policy in terms of co-pays, deductibles, and referrals. We bill your primary and secondary insurance. If you do not have insurance, you can still be seen and we can make payment arrangements with you. We accept cash, checks, and credit/debit.

We do not participate in any form of Medicare or insurance plans that have a Medicare option, Oregon Health Plan, or Workers Compensation.

Your lab and x-ray tests are billed by the lab or x-ray business that performs your test, not us.

Medication Refills & Forms

Please plan ahead because medication refills take 2-3 working days to accomplish. You may not be able to get refills at night or on the weekends/holidays.

We need 3-5 working days to complete forms such as work release, disability, etc. There will be a charge for these reports.

Reschedule & No Show Appointments

If you need to reschedule your appointment, please let us know as soon as possible. If you fail to contact us, and miss two appointments, we may ask you to find another doctor.

Please do not be late! It takes time to find parking here. If you are late it affects the next patient. We try very hard to stay on time.

Return Phone Calls

We do not provide medical care over the phone or by email. One of the office staff will return your phone call the same day to see what your needs are. If it is not a simple question, we will get you in quickly for an appointment.

Thank You

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