

# Inpatient Admission Notification

Date: [Insert Date]

Dear [Recipient Name],

We are writing to inform you that your patient, [**Patient Name**], has been admitted to our oncology department for inpatient care. Below are the details of the admission:

- **Admission Date:** [Insert Admission Date]
- **Patient ID:** [Insert Patient ID]
- **Date of Birth:** [Insert Date of Birth]
- **Diagnosis:** [Insert Diagnosis]
- **Room Number:** [Insert Room Number]
- **Primary Oncologist:** [Insert Oncologist Name]

Please feel free to contact us at [Insert Contact Number] if you have any questions or require further information regarding the patient's care plan.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Institution Name]

[Contact Information]