

# Important Announcement: Adjustment to Medication Reimbursement Policy

Date: [Insert Date]

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you of an important adjustment to our medication reimbursement policy, effective [Insert Effective Date].

The primary changes to the policy include:

- Increase in reimbursement rates for specific medications.
- Revised list of eligible medications.
- Updated documentation requirements for claim submissions.

These adjustments aim to better serve our community and enhance access to necessary medications. We believe these changes will provide greater support to our members.

For more details regarding the updated policy, we encourage you to visit our website at [Insert Website URL] or contact our customer service department at [Insert Contact Information].

Thank you for your attention to this matter. We appreciate your understanding and support as we strive to improve our services.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]