

# Healthcare Intervention Coordination

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to coordinate a healthcare intervention aimed at supporting your recovery from substance abuse. Our team believes that with the right resources and support, you can overcome these challenges and lead a healthier life.

We have proposed the following plan:

- **Initial Assessment:** Schedule a session on [Insert Date] to evaluate your current situation.
- **Educational Workshops:** Attend workshops focusing on coping strategies and substance abuse awareness on [Insert Dates].
- **Support Group Meetings:** Join weekly support group sessions every [Insert Day] at [Insert Time].
- **Follow-Up Appointments:** Regular follow-ups with your healthcare provider to monitor progress and provide ongoing support.

Please confirm your availability for the initial assessment and if you have any questions or additional needs. We are here to assist you in every step of your recovery journey.

Thank you for your attention, and I look forward to your response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]