

# Notification of New Roles for Surgical Team

Dear Surgical Team,

We are pleased to inform you of the new roles and responsibilities that will take effect starting [Effective Date]. This restructuring is aimed at enhancing our operational efficiency and providing better patient care.

## New Roles:

- **Lead Surgeon:** Dr. [Name]
- **Associate Surgeon:** Dr. [Name]
- **Nurse Coordinator:** [Nurse Name]
- **Surgical Technician:** [Tech Name]

Please join us for a meeting on [Date and Time] to discuss these changes in detail and address any questions you may have.

Thank you for your dedication and commitment to our team and patients.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]