

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Facility Name]

[Facility Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to express my deep concern regarding the inadequate medical care I received at [Facility Name] on [Date of Visit]. My experience revealed several critical areas that need immediate attention to ensure patient safety and quality of care.

Firstly, [describe specific issue, e.g., delays in treatment, lack of proper communication from staff, insufficient resources, etc.]. This was distressing not only for me but also for my family who were worried about my well-being.

Additionally, [mention any other relevant details, e.g., how the medical staff responded, any follow-up required, etc.]. This lack of adequate care can lead to further complications and is unacceptable in a healthcare setting.

As a concerned patient, I urge you to investigate this matter thoroughly and implement necessary changes to improve the quality of care provided at your facility. I believe that addressing these issues is crucial for the safety and well-being of all patients.

I appreciate your immediate attention to this matter and look forward to your prompt response.

Sincerely,

[Your Name]