

Inquiry Regarding Hospital Financial Services

Date: [Insert Date]

To Whom It May Concern,

I am writing to inquire about the financial services offered by [Hospital Name]. As a [insert your position, e.g., patient advocate, financial consultant], I am interested in understanding the financial assistance programs and payment options available for patients.

Could you please provide me with the contact information of the department or individual responsible for financial services? Additionally, any brochures or literature detailing the financial assistance programs would be greatly appreciated.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]