

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title/Position]

[Recipient's Organization]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on our recent discussion regarding the arrangement of a geriatric care consultation for [Patient's Name]. As we discussed, it is important for us to ensure comprehensive care options are available.

If you could provide an update on the status of the consultation scheduling or share any additional information about the process, it would be greatly appreciated. Timely access to these services is crucial for [Patient's Name]'s well-being.

Sincerely,

[Your Name]

[Your Title/Position, if applicable]