

# Resignation Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Hospital/Clinic Name]

[Hospital/Clinic Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to formally resign from my position as [Your Position] at [Hospital/Clinic Name], effective [Last Working Day, typically two weeks from the date above].

This decision comes after careful consideration as I have decided to switch specialties to [New Specialty]. I believe this change will allow me to better align my career with my long-term professional goals and interests.

I am incredibly grateful for the opportunities I have had at [Hospital/Clinic Name], including the chance to work alongside such talented professionals and contribute to patient care. I look forward to staying in touch and hope to cross paths in the future.

Thank you for your understanding and support regarding my decision. I am committed to ensuring a smooth transition during my remaining time here.

Sincerely,

[Your Name]