

# Notification of Medical Emergency

Date: [Insert Date]

To: [Next of Kin's Name]

[Next of Kin's Address]

Dear [Next of Kin's Name],

We regret to inform you that [Patient's Name], who you have designated as your next of kin, was involved in a medical emergency on [Insert Date of Incident]. They are currently being treated at [Hospital/Facility Name].

The preliminary assessment indicates that [brief description of the medical situation]. Rest assured, our medical team is doing everything possible to ensure their well-being and recovery.

We recommend that you come to the hospital to be with [Patient's Name]. For visiting hours and further updates, please contact the hospital staff at [Contact Number].

If you have any questions or need further assistance, please do not hesitate to contact us at [Your Contact Information].

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Organization/Hospital Name]

[Contact Information]