Childcare Health Concern Evaluation Request

Date:
To: [Health Professional's Name]
[Health Professional's Title]
[Facility/Organization Name]
[Address]
[City, State, Zip Code]
Dear [Health Professional's Name],
I hope this message finds you well. I am writing to request a health evaluation for my child, [Child's Name], who is currently enrolled in [Childcare Facility Name]. We have been observing some health concerns that we believe warrant further assessment.
Specifically, we have noted the following issues:
 [Concern 1: Description] [Concern 2: Description] [Concern 3: Description]
We believe that a thorough evaluation by your team will help us address these concerns effectively. Please let us know your available time slots for scheduling this evaluation.
Thank you for your attention to this matter. We look forward to your prompt response.
Sincerely,
[Your Name]
[Your Contact Information]
[Your Relationship to Child]