

Dear [Recipient's Name],

We hope this message finds you well. We are reaching out to inform you of some important updates to our healthcare policy that will take effect on [Effective Date].

Overview of Changes

The following changes have been made to enhance our healthcare services:

- **Improved Coverage:** Increased coverage options for preventive care services.
- **Telehealth Services:** Expanded availability of telehealth consultations.
- **Prescription Benefits:** Updates to our prescription drug formulary.

FAQs

We understand you may have questions regarding these changes. Please review the FAQs section on our website or contact our customer service department for assistance.

Thank you for your continued trust in our healthcare services. We are committed to providing you with the best possible care.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]