

Important Update: Changes to Our Outpatient Services

Dear Valued Patients,

We hope this message finds you well. We are writing to inform you about some important changes to our outpatient services that will take effect on **[Effective Date]**.

What's Changing?

- New operating hours: **[New Hours]**
- Introduction of telehealth services for select appointments.
- Change in location for certain outpatient services to **[New Address]**.

Why Are We Making These Changes?

These changes are aimed at improving your experience and providing better access to our healthcare services.

What You Need to Do

Please note these changes and adjust your appointments accordingly. Our staff is here to assist you with scheduling or any questions you may have.

Contact Us

If you have any questions, please do not hesitate to contact us at **[Contact Number]** or **[Email Address]**.

Thank you for your understanding and continued support.

Sincerely,

[Your Name]

[Your Title]

[Healthcare Facility Name]