

Update Regarding Your Primary Care Physician

Dear [Patient's Name],

We hope this message finds you well. We are writing to inform you about important updates regarding your primary care physician.

As part of our commitment to providing you with continuous and comprehensive care, we want to ensure that you are aware of any changes that may affect your healthcare journey.

Please note that [Physician's Name], your primary care physician, will be [brief explanation of changes, e.g., moving to a new location, changing office hours, etc.]. We are pleased to inform you that [he/she/they] will continue to be available for your medical needs either at [new location, if applicable] or through telehealth options.

For any appointments or medical concerns, please don't hesitate to reach out to our office at [office phone number] or [office email]. Our team is here to assist you in any way possible.

Thank you for allowing us to be part of your healthcare journey. We look forward to continuing to serve you.

Sincerely,

[Your Name]

[Your Job Title]

[Practice Name]

[Practice Contact Information]