

Notification of Malpractice Claim

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Subject: Notification of Malpractice Claim

Dear [Recipient Name],

I am writing to formally notify you that a malpractice claim has been filed against you regarding [brief description of the case or incident].

The claim alleges that [brief details of the malpractice claim]. We take such claims seriously and are conducting a thorough investigation into the matter.

Please be assured that you will be informed of any developments related to this claim. It is recommended that you consult with your legal counsel regarding this notification.

If you have any questions or need further information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Title/Position]