

Speech Therapy Progress Overview

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Speech Therapy Progress Update for [Client's Name]

Dear [Recipient's Name],

I hope this message finds you well. This letter serves as a brief overview of [Client's Name]'s progress in speech therapy over the past [duration].

Goals Addressed

- [Goal 1: Description]
- [Goal 2: Description]
- [Goal 3: Description]

Progress Summary

[Provide a summary of the progress made by the client, including areas of improvement, challenges faced, and any notable achievements.]

Next Steps

[Outline the next steps in the therapy process, including upcoming goals and any recommendations for home practice or additional support.]

Thank you for your continued support. Please let me know if you have any questions or would like to discuss this further.

Sincerely,

[Your Name]

[Your Title]

[Contact Information]