



Monday, February 18, 2024

Dr. John Smith
General Practice Clinic
465 Wellness Avenue
Healthtown, VT 12345

Dear Dr. Smith,

Re: Mr. Peter Adams
D.O.B.: 03/14/1979
Address: 123 Tree Street, Healthtown, VT 23456
Phone: 123-456-7890

I hope this letter finds you well. I am writing to thank you for your recent referral of Mr. Peter Adams to our practice for specialized care.

Mr. Adams attended his first appointment with me on February 17, 2024. As indicated in your referral, he presented with symptoms of anxiety and stress. An assessment also revealed a significant impact on his daily functioning and sleep disturbances. As such, treatment will initially focus on cognitive-behavioral therapy (CBT) to address his anxiety, stress management techniques, and improving sleep hygiene. I will keep you updated as treatment progresses.

Your confidence in our expertise means a great deal to us. We appreciate your trust in our practice and are committed to offering the highest standard of care to those you refer.

Warm regards,

A handwritten signature in black ink, appearing to read "Jane Monroe", with a large loop at the end.

Jane Monroe
People First Clinic