

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient's Position]
[Institution/Organization Name]
[Institution/Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally certify that [Candidate's Name] has successfully completed the necessary training and requirements to become an EKG Technician.

[Candidate's Name] has undergone rigorous training in the principles of electrocardiography and has demonstrated proficient skills in performing and interpreting EKG procedures. They have completed [specific course details, hours of training, and any practical experience, if applicable]. In addition, [Candidate's Name] has exhibited professionalism, attention to detail, and a strong commitment to patient care throughout their training. I am confident that they possess the ability and knowledge to excel in the role of an EKG Technician.

If you require any further information or verification, please do not hesitate to contact me.

Sincerely,

[Your Name]
[Your Position]
[Your Institution/Organization]
[Contact Information]