

[Your Organization's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: FQHC Compliance Confirmation

We are writing to confirm our compliance with the requirements set forth for Federally Qualified Health Centers (FQHC) as outlined by the Health Resources and Services Administration (HRSA).

Our organization has implemented the necessary policies and procedures to ensure that we meet the standards of care, operational protocols, and reporting obligations mandated for FQHCs. In addition, we have undertaken the following actions:

1. [Briefly state action or compliance measure #1]
2. [Briefly state action or compliance measure #2]
3. [Briefly state action or compliance measure #3]

We take our commitment to providing quality healthcare services to underserved populations seriously and continuously strive to uphold and exceed FQHC standards. Our ongoing efforts include scheduled staff training, regular audits, and patient feedback mechanisms to enhance service delivery.

Should you require any additional information or documentation to support our compliance efforts, please do not hesitate to contact us at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Phone Number]

[Your Email Address]