

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

Dear [Recipient's Name],

Subject: Referral for Nursing Care

I am writing to refer [Patient's Name], a [age]-year-old [gender] who has been under my care for [duration]. The patient presents with [brief description of condition or reason for referral].

Clinical Background:

- Medical History: [Summarize relevant medical history]
- Current Medications: [List current medications]
- Latest Assessments: [Describe recent assessments/results]

Reason for Referral:

[List specific reasons for referral and any expected outcomes]

Recommendations:

- Suggested Care Plan: [Outline recommended interventions or management strategies]
- Follow-Up: [Indicate any necessary follow-up or consultations needed]

Please feel free to contact me if you require any additional information.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Position]

[Your Institution/Organization]