

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

Dear [Recipient's Name],

Subject: Referral for [Patient's Name / Case Details]

I am writing to refer [Patient's Name], a [age]-year-old [gender] who has been under my care since [date]. [Briefly describe the patient's condition and relevant medical history].

Given the complexities of [Patient's Name]'s case, I believe that a consultation with a specialist in [specific area of specialty] would immensely benefit their treatment plan.

Enclosed are [list any attached documents, such as patient records, test results].

I appreciate your attention to this referral and look forward to your insights regarding [Patient's Name]'s management. Please feel free to reach out to me directly at [your phone number] or [your email address] for any further information.

Thank you for your cooperation.

Sincerely,

[Your Signature]  
[Your Printed Name]  
[Your Position]