

[Your Name]
[Your Title]
[Your Organization]
[Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

UnitedHealthcare

[Specific Department or Contact Name]
[Address]
[City, State, Zip Code]

Dear [Contact Name or "UnitedHealthcare Provider Relations"],

Subject: Inquiry Regarding Provider Queries

I hope this letter finds you well. I am writing to seek clarification on several points regarding [specific query or issue].

1. **[First Point of Inquiry]**

- Details: [Brief explanation or questions related to the first point]

2. **[Second Point of Inquiry]**

- Details: [Brief explanation or questions related to the second point]

3. **[Third Point of Inquiry]**

- Details: [Brief explanation or questions related to the third point]

I appreciate your attention to these matters and look forward to your prompt response. If additional information is needed, please do not hesitate to reach out to me at [your phone number] or [your email address].

Thank you for your assistance.

Sincerely,

[Your Name]
[Your Title]
[Your Organization]