

Date: [Date]

Dear [Patient Name],

Welcome to [Clinic/Hospital Name]. We are writing to formally welcome you to our oncology treatment program. Our entire team is dedicated to supporting you through every step of your journey.

We understand that starting cancer treatment can be overwhelming. This letter serves as an introduction to the resources available to you. Your care team includes your oncologist, specialized nurses, patient navigators, and support staff who are all committed to your well-being.

**Your Support Resources:**

- **Patient Navigator:** [Name/Contact] - Your primary point of contact for scheduling and coordination.
- **24/7 Support Line:** [Phone Number] - For any urgent concerns or side effects outside of office hours.
- **Counseling Services:** [Details] - Emotional and psychological support for you and your family.
- **Nutritional Guidance:** [Details] - Access to dietitians specialized in oncology care.

Your first treatment session is scheduled for **[Date]** at **[Time]**. Please arrive 15 minutes early to complete any necessary paperwork.

Please do not hesitate to ask any questions or voice any concerns you may have. We are here to listen and to provide the highest quality of care possible.

Sincerely,

[Doctor/Coordinator Name]

[Department Name]

[Clinic/Hospital Name]