

[Date]

[Recipient Name]

[Recipient Title/Department]

[Regulatory Body Name]

[Street Address]

[City, State, Zip Code]

RE: Referral for Regulatory Compliance Investigation

Dear [Recipient Name],

I am writing to formally refer a potential compliance matter involving [Name of Provider/Organization/Department] for your review and investigation.

Subject Information:

Entity/Individual Name: [Name]

Facility Location: [Address]

Provider NPI/License Number (if applicable): [Number]

Description of Concern:

The specific compliance concerns involve potential violations of [Specific Law, Regulation, or Policy, e.g., HIPAA, Stark Law, Anti-Kickback Statute]. Initial internal observations indicate: [Briefly describe the incident or trend].

Supporting Evidence:

Attached to this referral are the following documents for your consideration:

- [Document 1 Name/Description]
- [Document 2 Name/Description]
- [Incident Reports/Audit Logs]

Internal Action Taken:

To date, our organization has [Briefly list steps taken, e.g., conducted an internal audit, suspended the practice, or interviewed staff].

Please contact me at [Your Phone Number] or [Your Email Address] if you require further documentation or wish to schedule a follow-up interview regarding this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

[Organization Name]