

DATE: [Date]

TO: [Receiving Attorney Name]
[Law Firm Name]
[Address]
[City, State, Zip]

RE: Referral of Medical Malpractice Potential Claim
PROSPECTIVE CLIENT: [Client Name]
DATE OF INCIDENT: [Date of Injury/Treatment]

Dear [Name],

I am writing to formally refer [Client Name] to your office for evaluation of a potential medical malpractice claim. Our firm was originally contacted regarding a personal injury matter; however, upon initial review, it appears the injuries arose from medical negligence rather than a general liability event.

Summary of Facts:

[Briefly describe the medical procedure or incident and the resulting injury].

Target Defendants:

[List Hospital, Clinic, or Doctor names].

Status of Files:

We have collected the following documents which are enclosed for your review:

- Initial intake notes
- Available medical records
- Client contact information
- [List any other documents]

Please review these materials and notify our office if you are interested in accepting this matter. If you choose to move forward, we would like to discuss a referral fee arrangement in accordance with [State Bar Rule Number/State Law].

We have advised the client that you will be reviewing their file. Please contact me directly at [Phone Number] or [Email] to discuss this case further.

Sincerely,

[Your Name]
[Your Law Firm Name]