

Date: [Insert Date]

To: [Attorney Name/Law Firm]

Address: [Attorney Address]

City, State, Zip: [City, State, Zip]

RE: Referral for Potential Medical Malpractice Claim

Patient Name: [Patient Full Name]

Date of Birth: [Patient DOB]

Date of Incident: [Date of Alleged Negligence]

Dear [Attorney Name],

I am writing to formally refer the above-mentioned patient to your firm for an evaluation of a potential medical malpractice claim. Based on a preliminary review of the circumstances surrounding the treatment provided by [Name of Provider/Facility], it appears there may be grounds for a legal inquiry regarding a deviation from the standard of care.

Enclosed with this letter, please find the complete medical records for [Patient Name] pertaining to the period of [Start Date] to [End Date]. These records include, but are not limited to:

- Admission and discharge summaries
- Physician progress notes and consultation reports
- Diagnostic imaging results (X-rays, MRI, CT scans)
- Laboratory and pathology reports
- Operative reports and anesthesia logs
- Medication administration records

A signed "Authorization for Release of Health Information" is also attached, granting your firm permission to review these files for legal consultation purposes.

Please review these materials to determine if your firm is interested in pursuing this matter. I have advised the patient to expect a communication from your office regarding your decision.

Should you require any additional documentation or a verbal briefing on the clinical aspects of this case, please contact my office directly at [Your Phone Number].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Organization]

Enclosures: Medical Records, Signed HIPAA Authorization