Date  
  
  
The Honorable XXX  
House/Senate Office Building  
Washington, D.C.

Dear Representative/Senator XXX:

I am the [insert title] for the [insert medical group] which serves [insert number] of patients throughout the [name of city, area, or state]. We have XX employees, including XX physicians and providers. Our XX hospitals admit XX patients per year (if applicable).

Thank you for the passage of four legislative packages to address the novel coronavirus public health crisis. The funding provided in these bills has helped and will continue to help our frontline providers screen, diagnose, and treat patients in [insert town or state]. However, the money allocated to our (group/system) will replace less than one week of revenue lost because of the COVID-19 pandemic. Without further Congressional action, our organization faces dire consequences as a result. I ask you to address the following critical issues:

**Provide $318 Billion in Emergency Relief**

I urgently request that Congress provide an additional $318 billion to support not only [XYZ organization], but all medical groups and hospitals. I understand this figure seems daunting but it reflects the devastating financial impact COVID-19 has had on my group and the nation’s healthcare providers. We have already seen our revenues decrease by XX percent, forcing us to furlough XX employees and cut all salaries by XX percent. Even after these steps, we have only XX months of cash on hand. Unless we receive more operating capital soon, we will have to consider even more dramatic actions, including closing our doors. If XX group ceased to operate, prescriptions would go unfilled, patients with chronic conditions like diabetes would see their diseases advance unchecked, and patients needing infusion therapies like chemotherapy would have to travel miles to find these services. We are also one of our community’s largest employers and the impact on our employees and our local tax base would be devastating.

**Healthcare Provider Loan Program**

In addition to the funding request, we ask that Congress create a dedicated healthcare provider loan program. The Emergency Fund will undoubtedly be depleted quickly, much as we have seen with the Payroll Protection Program, and we will need another funding mechanism that will allow us to continue to care for our patients. The loans should be low-interest loans with an extended repayment period. Moreover, these loans should be forgiven in proportion to the percentage of employees medical groups are able to retain. This forgiveness provision will act as a strong incentive to avert crippling layoffs, which will harm our community.

**Telehealth**

This public health crisis has forced providers across the nation to reevaluate the way they deliver care. The new norm for [XYZ organization] is to utilize telehealth technology for our patients, regardless of their COVID-19 status. This technology will allow our providers and our patients to stay safe and adhere to the Centers for Disease Control and Prevention guidance for COVID-19 response. We ask that Congress permanently allow physicians to deliver care via telehealth and permanently waive obsolete Medicare telehealth restrictions.

**Continue the APP**

On April 26, the Centers for Medicare & Medicaid Services (CMS) abruptly announced the cancellation of the Advanced Payment Program (APP), which was created to help organizations like ours have the financial resources to continue treating patients through this public health crisis. We urge you to tell CMS to reconsider this decision and instruct the Medicare Administrative Contractors to continue processing loan requests for both Part A and Part B providers.

We appreciate your efforts to ensure that Congress acts quickly to ensure providers have the resources necessary to provide high-quality patient care during the COVID-19 pandemic. Please contact me if you would like more information or if I can be a resource in any way. I look forward to hearing from you soon.

Sincerely,

Name

Name of medical group