

SAMPLE Answer (A.L. Facility)

Head Nurse
Mandeville Assisted Living Facility

1 July, 2018

Dear Head Nurse,

Re: Roger Matthews, 82 years old

I am writing to inform you that Mr. Matthews has had another transient ischemic attack and is now at increased risk of further falls.

He was admitted on 28 June after falling while on his daily walk.

On examination, he was mildly confused (he did not recall falling) but obeyed instructions without help and had a GCS of 4-4-6. Apart from minor scratches to his upper R arm, his examination was unremarkable. Significant lab findings included mildly elevated sodium and BUN (suggesting dehydration), elevated LDL 198mg/dL, and a low INR 1.9. All imaging studies were normal.

He received IV fluid rehydration, Plavix 300 mg and Aspirin 325 mg p.o stat, and over the next three days, he improved and recalled his fall. His roommate reported that Mr. Matthews also fell a week prior to admission but returned to normal within half an hour and so refused medical attention at that time. There is also a question of if he takes his aspirin regularly. He has been counseled on this, his diagnosis, and his increased fall risk.

He is discharged on Aspirin ER 162.5 mg o.d. and is scheduled for angiography.

Should you have any questions, please contact me.

Yours sincerely,
Head Ward Nurse

199 words