

APPENDIX 7: SAMPLE LETTER TO ACCOMPANY FINAL REPORT

Mr. John Jones
414 River Road
Middletown, Illinois 60473

Date

Dear Mr. Jones:

The Peer Review Committee of the (local association) has completed its review of the treatment of your animal by Dr. Peter Brown. Enclosed is a report containing the findings and recommendations of the committee.

You have the right of appeal to the Peer Review Committee of the (state association). Appeal must be made within thirty days after receiving this report.

Sincerely,

_____ Peer Review Committee Chairman

Disclaimer: This model form/document is published by the American Veterinary Medical Association, 1931 N. Meacham Rd., Schaumburg, IL 60173. It is a sample only, is not specific to the facts of any business or organization, and therefore should not be used or relied upon without the advice of retained legal counsel. This model form/document is not intended to provide legal advice or opinion and should not be construed as such.