

Outpatient medical claim letter template

Subject: Outpatient Treatment Claim " Policy No. [Policy Number]

Dear [Insurance Company],

I underwent outpatient treatment at [Clinic/Hospital] on [Date] and request reimbursement under my policy [Policy Number]. Attached are the medical bills, doctor's prescriptions, and receipts.

Kindly process this claim and notify me if any additional documents are needed.

Thank you.

Best regards,

[Your Name]

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