

# Extended notice nursing resignation letter template

Subject: Extended Resignation Notice

Dear [Supervisor's Name],

I am writing to resign from my nursing position at [Hospital/Clinic Name], effective [Last Working Day]. I am providing an extended notice period to ensure a smooth transition and minimal disruption to patient care.

I am happy to assist with training my replacement and handing over ongoing responsibilities. Thank you for your understanding and support.

Sincerely,

[Your Name]

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