



Introductory Email Template

Subject: Health Home Enrollment

Dear Dr. _____,

My name is _____ (phone = 212-555-1234), a social worker following your patient _(Name and MRN)___ as part of Mount Sinai's Health Home program.

I recently met with _____ and will be working as her ongoing to assess barriers to maintaining adherence with health care goals and create a Care Plan for the patient. He/she was referred by _____ and consented to the program on _____.

I am currently helping ___(patient name)___ with _____. Please let me know if there are any goals you would like me to work on with the patient or any appointments you need coordinated. Please also let me know the most convenient way for us to collaborate (email, phone, in person).

Thank you for your time and support,

Social Worker Name

Phone Number

Email



Care Plan Email Template

Subject: Health Home Care Plan

Dear Dr. _____

I am __ (patient's name and MRN) _ Health Home Care Coordinator (cell 212-555-1234). Based on __ (patient's name) _ preferences, your note and __ (patient's name) _ other specialists/providers the following is a select summary of his individualized Care Plan:

- Return to clinic on 7/1 for bloodwork for hyperkalemia. We will facilitate transportation to this appointment.
- Reinforce with patient low potassium diet and medication adherence.
- Wheelchair clinic referral for wheelchair repair. Please place an order in Epic and we will facilitate appointment.

Please do not hesitate to contact me with any questions, updates or changes in priority, either by phone or via email. I am also available to accompany the patient to an appointment or meet prior to an appointment if it would be helpful. Detailed documentation re: care plan goals and interventions can be found in __ (patient's name) _ last HH note (Date).

Thank you,

Social Worker Name

Contact Info