

DATE

PERSONAL AND CONFIDENTIAL

«First\_Name» «Last\_Name»  
«Addr1»  
«Addr2»  
«City», «State» «Zip»

Dear «First\_Name»,

At (IPA Name), we continuously strive to help our members achieve healthy lifestyles. One of the ways we do this is by providing you with information to help you make healthy choices.

You have had a recent hospitalization. A follow-up visit with your behavioral health care provider within seven days of discharge is considered the standard for quality of care in the industry. When a follow-up appointment is kept within this timeframe, studies show members are two times less likely to be readmitted.

Normally, your appointment for a follow-up visit will be made by the hospital discharge planner prior to your discharge. We encourage you to make every effort to keep that appointment. Should you be unable to make the appointment, please reschedule.

If you have questions about this Q & A, please contact (name of contact, title, at phone number).

Sincerely,

IPA Administrator or Medical Director

«Questions & Answers (Q & A)

- **Why do I need a follow-up appointment so soon after discharge?** Many who are discharged from inpatient facilities need continued medication adjustment and support as they transition back into their normal routine.

Medication Questions

- **Should I stop taking my medicine if I feel better?**  
No, continue taking your medication as your doctor instructed even after you are feeling better. Successful treatment generally requires taking this medication for 6 months or more.
- **How do I know if this medicine is working?**  
While taking this medication, it is very important to visit your doctor regularly. During the first 3 months of therapy, you should visit your doctor every 3 weeks. He or she will monitor your response to the medicine.
- **What if the medicine has unpleasant side effects?**  
Be sure to talk to your doctor or pharmacist if you experience any troublesome side effects or if you have questions about when and how to take your medication.
- **What if I need to stop taking the medication?**  
You may need special instructions to safely transition off medication. Don't stop taking your medication without talking with your doctor.