**NOTE: REMEMBER TO REMOVE YELLOW HIGHLIGHTS BEFORE SUBMITTING LETTERS**

Dear Senator/Assembly Member XXX:

**SECTION 1 (150 words)**

[HOSPITAL NAME] has served [NAME OF COMMUNITY] for [XX] years.

Provide relevant background on your health care organization and the role it plays in the community. Consider specifics like:

* Where your hospital is located — are you in a rural area, are you a critical access hospital, underserved community, etc.?
* What is the size of the community? How many people live there, how many patients do you treat annually?
* How far is the next closest hospital?
* What types of care do you provide; focus on the high-profile issues like behavioral health, emergency care, OB/GYN, etc.
* Are you seeing more patients in a behavioral health crisis?
* What does the payer mix look like? Are the majority of your patients covered by government payers? Disadvantaged in any specific ways? Note that government shortfalls do a disservice to people living in the state’s most-challenged communities, where access to care is already difficult and would be simply out of reach if this systemic problem is not addressed. This point is important.

**SECTION 2 (200 words)**

Express concern for your ability to continue to provide the same level of services for your community **or** if relatively stable financially, concern for overall hospital services capacity if a neighboring facility is forced to reduce services or close.

What happens if the cavalry doesn’t come?Discuss how your organization is responding to or is planning to respond if the state does not extend an emergency lifeline to struggling hospitals. Be as candid as you are comfortable in answering some of the following:

* Will your hospital be forced to shut down altogether? Declare bankruptcy? Close service lines?
* What would *any* kind of closure mean in terms of care for the patients in your community?
* Where would residents go in an emergency and how long would it take them to get there?
* How many good-paying jobs might be lost?

**SECTION 3 (150 words)**

Discuss the nature of the challenges (to the extent you are comfortable) and specific support for state relief.

How did things get to this point? Consider including some or all of the following:

* Structural underfunding by Medi-Cal/Medicare (Medi-Cal is XXXX% of our patient mix with a loss of XXX annually. Unfortunately, state funding has remained stagnant while expenses have spiked.)
* Massive inflationary increases (be as specific as possible to your situation) – broadly, statewide labor expenses have increased 22% since 2019, pharmaceutical costs have grown 19%, and the cost of medical supplies has jumped 18%.
* Workforce shortages
* Diminished reserves due to COVID-19
* Supply chain shortages
* Year-over-year losses
* Days cash on hand
* Future outlook

Today, [HOSPITAL NAME] finds itself facing its most challenging period in history, and reducing or closing services will harm patients in the district we both serve. OR Any service reductions in our community will be detrimental for patients. For these reasons [HOSPITAL NAME] requests your support for improved Medi-Cal funding to preserve patient access to services. Specifically, we ask for your support of:

* One-time funding to stabilize struggling hospitals.
* The use of the managed care organization tax to sustain Medi-Cal providers, including hospitals. Health care funds should stay in health care.

We appreciate your attention to the challenging circumstances facing [HOSPITAL NAME] and we are grateful for your consideration of support for these proposals in coming budget discussions.

Sincerely,