

ABC AMBULANCE SERVICE  
123 Sesame Street  
Alphabet Soup, OK

To: OSDH – Protective Health – EMS Division  
1000 NE 10<sup>th</sup>  
OKC, OK 73117

Date: 01/01/XXXX

Re: Medical Director for ABC Ambulance

Gentlemen:

Please be advised that as of XX-XX-XXXX, Dr. Snidley Whiplash has graciously agreed to assume the role of Medical Director for our ambulance service.

Attached you will find a copy of his physician license as well as a copy of his OBND license. Both are in good standing. We are excited about this change in our service and hope to have a long and productive partnership with Dr Whiplash.

Dr Whiplash has reviewed our Protocols and has agreed with them in their present state. He will advise of any changes that he would like to enact at a later date.

Further, do you have a Medical Director Training course available. Dr, Whiplash would appreciate a more detailed description of his role and to insure that he is meeting everyone's expectations.

Thank you,

Tom Hanks  
EMS Director

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I hereby agree to assume the responsibility of Medical Director for ABC Ambulance Service..

*Snidley Whiplash, DO*

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Dr. Snidley M Whiplash, DO