

Sample Letter to Elected Officials

Sample Letter to Representative or Senator

Date

Your Name

Your Address

Your City, State, Zip Code

Your E-mail

Your Phone Number

The Honorable _____
House of Representatives or Hawaii State Senate
Hawaii State Capitol
Representative or Senator Email Address
Representative or Senator Fax Number

Dear Representative / Senator _____,

I am writing to ask for your help in resolving a major problem that West Hawaii residents are facing.

As I am sure you are aware, Kona Community Hospital (KCH) is part of Hawaii Health Systems Corporation which faces a budget shortfall of \$50 million dollars in Fiscal Year 2015. Of the overall HHSC deficit, Kona Community Hospital's shortfall is \$6 million.

In 2014, KCH reduced staff through retirement and resignation. The hospital also conducted a year-long project that implemented \$9 million in cost savings initiatives. These financial initiatives were not enough to offset newly incurred employee expenses, which in the past were funded by the State.

As a result, KCH recently announced that in order to offset its budget deficit, the hospital must eliminate 34 positions facility-wide. As a part of this reduction, the hospital will also be closing its 18-bed skilled nursing service due to the reduction in force.

As a healthcare consumer, I am very concerned about this alarming news. Kona Community Hospital is the only acute care hospital in West Hawaii. West Hawaii residents deserve to have access to all of the services that Kona Community Hospital has been providing over the decades.

I ask that you work with your legislative counterparts to expedite a resolution to this fiscal crisis so that these services and positions can be reinstated and future service line cuts can be avoided. I understand that the budget is tight for all state departments. However, quality healthcare to outer islands cannot be compromised.

Sincerely,

(signature)

Your Name