Letters - Overview

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CareRight can be used to write letters that pull in data from various parts of the patient record.

Your system administrator can also set up templates for common letters and you can use these to write your own letters to patients. Refer Create letter template for more information on how to configure this.

A letter is output as a PDF which can be printed and given/posted to the patient/recipient.

There are two types of letters in CareRight:

Type of Letter	Description
Contact Letter	This is a letter that can be addressed to any of the professional contacts listed as referrals for this patient. Refer to Create a Contact letter
Patient Letter	This is a letter that can be addressed to any patient. Refer to Create a patient letter