

Jessica A. Thompson

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Acme Corporation

RE: Promotion Patient Care Coordinator

Dear Hiring Manager,

I am thrilled to apply for the Promotion Patient Care Coordinator position at Acme Corporation as advertised on your careers page. With a strong background in patient care and a proven track record of improving patient engagement and satisfaction, I am excited about the opportunity to contribute to your team and support the exceptional care standards at Acme Corporation.

In my previous role as a Patient Services Representative at HealthFirst Clinic, I successfully implemented a new patient outreach program that increased appointment adherence by 25% within six months. This program involved personalized follow-ups and educational outreach, which not only enhanced patient engagement but also led to a significant reduction in missed appointments. Additionally, I spearheaded the integration of a patient feedback system that collected real-time data, allowing us to address concerns promptly and effectively, resulting in a 15% improvement in patient satisfaction scores.

Moreover, I have experience in coordinating interdisciplinary teams to ensure patients receive comprehensive care tailored to their needs. By collaborating with healthcare providers and utilizing electronic health records, I streamlined communication processes, which improved care coordination efficiency by 30%. I am confident that my proactive approach to patient care and my ability to analyze and optimize processes will be valuable assets to Acme Corporation.

I am eager to further discuss how my skills and experiences align with the goals of your team. Thank you for considering my application. I look forward to the opportunity to speak with you and explore how I can contribute to the outstanding patient care at Acme Corporation.

Sincerely,

Jessica A. Thompson