

ABC Diabetes Service

SAMPLE LETTER – EVIDENCE OF ADMINISTRATIVE SUPPORT OF THE DSMES SERVICE

Note: If evidence of administrative support is in letter form, it must be on company letterhead.

Date

American Diabetes Association
Education Recognition Program
2451 Crystal Drive Suite 800
Arlington, VA 22202

Dear Sir or Madam:

The application of education Recognition for the diabetes self-management education and support (DSMES) service at (insert name of sponsoring organization) was (or will be) submitted on or about (insert date).

(Insert name of sponsoring organization) supports the efforts of (insert name of DSMES service).

Sincerely,
Name of Administrative Overseer
Title