Recipient Name

First Line of Address

Second Line of Address

Region

Postcode

Sender Name

First Line of Address

Second Line of Address

Region

Postcode

16/11/2020

Dear Sir/Madam [Bereavement Midwife/Neonatologist/Consultant Obstetrician/Perinatal Pathologist, if known]

We are writing to you about the recent [stillbirth/neonatal death] of our [son/daughter] [baby’s name] on the [add date].

After the [stillbirth/death] of our baby we consented to a [limited, full] post mortem. We were told by [name of health professional/if not known, professional role] that we would hear the results of the post mortem within [x] weeks.

It has now been [x] weeks, and we have still heard nothing.

[You may want to add details here about the impact that the lack of communication is having on your wellbeing and how important it is for you to have more information]

Please could you contact us as soon as possible to inform us about why we have not heard from you and when the results are likely to be available.

If you are not in a position to do this, please forward this letter to your Clinical Governance Lead.

With regards