

Dear All,

As part of our ongoing efforts to provide access to health care in rural areas, we are headed to the first year of operations, and we will be responsible for providing reliable medical practice.

Our primary focus will be to provide preventative medicine and overall health and wellness to the patients. The clinic will utilize new equipment and a trained staff that will be able to optimize the care of each patient.

We will begin with five employees, a medical assistant, mid-wife, laboratory attendant, nurse, and cashier who will at the same time work as a receptionist.

We expect overwhelming numbers of people coming to seek medical attention, and we will be dependent upon support received from well wishers and supporters.

We will be providing free and complete care to the Batwa tribe, and a small fee will be charged of the others who will come to seek medical care, this way, we will begin supporting part of our expenses.

We expect to incur operating losses in the first three years, and it's here that we need you to support us to keep the medical center running.

I will use my experience and knowledge in project management to ensure that the medical center becomes a success ful story

Objectives

The objectives for the first years of operation include:

- To create a medical practice that will exceed patients' expectations
- To provide quality health care to residents of the area
- To create a medical practice that helps serve the community's needs

Keys to Success

Patients

- Focus on patient care
- Educate patients on the importance of preventative care
- Educate patients as to the importance of yearly check-ups
- Implement an aggressive and accurate recall system in which to remind patients to have regular check ups

Staff and Office Organization

- Recognize that the office staff is as crucial, if not more crucial, than the physician(s) in the success of the medical center
- Create a streamlined office system to minimize patients' waiting time

Finances

- Keep a low overhead
- Optimize the number of patients we can see in a hour while providing quality medical care.
- Seek grants and support for strategic growth.
- Seek government support and cooperation

I thank you for supporting us, and please don't hesitate to contact me for additional information

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