



Canadian Interprofessional Health Collaborative
Consortium pancanadien pour l'interprofessionnalisme en santé

*learning to work together, working to learn together
apprendre à collaborer, collaborer pour apprendre*

Letter to editor

[Date]

The Editor

[Publication name]

A letter to the editor should aim to be no more than 250 words. It is written in response to something carried in the publication to which it is being sent – a story, a column, an opinion-editorial or another letter.

A letter should be sent the same day the piece to which it is responding was published.

As with other communications materials, the letter should identify the problem, solution and benefit(s) relevant to the issue (if any).

If there's no way you can say it in 250 words, consider writing an op-ed piece, which gives you 850.

It ends with the writer's name and signature, and a phone number, instead of a -30-.

[name]