



May 18, 2001

Albany Medical College of Union University  
43 New Scotland Ave.  
Albany, NY 12208

RE: Andy Lock, MD

Dear Sirs:

The above healthcare provider has applied for membership in our medical staff / network and we are in the process of verifying his credentials. Please assist the above named applicant and us in completing his application by confirming or denying his training at your institution by completing the questions below.

We appreciate your prompt attention to this matter.

Sincerely,

John Doe  
Credentialing Specialist

The above named applicant

\_\_\_\_\_ did attend our training program as stated above. Dates: \_\_\_\_\_

\_\_\_\_\_ did NOT attend our training program as stated above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date