<insert today’s date>

Dr. Josie Briggs, MD, NCCIH Director

9000 Rockville, Pike

Bethesda, MD 20892

Dear Dr. Briggs

I am writing to express my concern about the direction NCCIH is going...<insert your opinion>.  Chief among my concerns are <insert your concerns here>

The mandated number of licensed complementary healthcare practitioners on your Advisory Board is nine.  The current number is two. Part of your strategic plan calls for NCCIH to help develop research capacity at the institutions that educate complementary healthcare practitioners...<insert your opinion>

The dollars granted to complementary educational institutions like chiropractic colleges has decreased significantly. This trend is counter to your mandate and your own strategic plan. Please alter your course to come into compliance with your mandate and fulfill the intention behind the NCCIH.

Thank you for your service to the health of our nation and the collaboration between conventional and complementary health care.

Sincerely,

<Insert Your name>

<Insert title>