

**SAMPLE #1 Work Verification Letter for LPN to ADN applicants:**



**SAMPLE HEALTHCARE  
GROUP, INC.**

Sample Healthcare Group, Inc.  
123 Main Street  
Anytown, NC 12345

09/01/2023

Susie Lou is currently employed with Sample Healthcare Group as a LPN. Her employment as a LPN began on 01/01/2017. As of today's date Mrs. Lou has worked a total of 3802 hours in this role.

If you have any questions or concerns please feel free to contact me at the number listed below.

Sincerely,

Roxie Edwards  
HR Manager  
336-123-4567  
roedwards@samplehealthcaregroup.com

