**Suggested letter template from CEO’s**

I am writing as the CEO of …….. to express my concern for a group of patients under the care of our organisation.

We provide a regional Complex Home Ventilation service. The service remit is to enable the safe and sustainable establishment and maintenance of home support for individuals with respiratory failure. Typical treatment involves the use of a home ventilator overnight for patients with respiratory failure. Some of the individuals under our care, however, have more complex ventilation and overall care needs. Such patients use a ventilator for life support and cannot breathe without it for any duration, and often require multiple other medical technologies at home, such as feeding pumps, air mattresses, hoists and chairs. Most such individuals are housebound and require carer support. Taken together, they have a much higher than average requirement for electricity and fuel to maintain life at home.

We are hearing regular accounts from our ventilator users that electricity costs have more than doubled. Annual electricity charges have risen to more than £5000 for some individuals. There is currently no system in place that currently enables this highly vulnerable group to claim any form of financial rebate.

For context, our services covers [geographical area, population size]. At present, we have xx patients under our care who meet criteria for life-support dependence on home ventilation.

Our clinical lead for service, xxxxx, informs me that the requirement for a home ventilator could serve as a marker that the individual concerned will be subject to a significant electricity charge at home to maintain survival. I urge that a route is found centrally within NHSEI to offset the costs incurred by this highly vulnerable patient group.