

EXHIBIT 251

(Rev.)

**MODEL LETTER FOR FIRST REJECTION OF A
REQUEST FOR MEDICARE APPROVAL OF ONE
OR MORE ORGAN TRANSPLANT PROGRAMS**

(Date)

Transplant Hospital Name

Address

City, State, Zip Code

Attn:

Dear (Name):

Your request for Medicare approval of your organ transplant program(s)

(fill in)

was received by the Centers for Medicare & Medicaid Services (CMS) on (Date), however the following required information is needed to continue processing your application:

_____ *Signature of hospital representative;*

_____ *Hospital name, address, phone and fax numbers, and e-mail;*

_____ *Hospital's National Provider Identification Number or*
_____ *CMS Certification Number (Medicare I.D.);*

_____ *The type of transplant program for Medicare approval;*

_____ *Name of the designated primary transplant surgeon*
(fill-in program)_____;

_____ *Name of the primary transplant physician*
(fill-in program)_____;

_____ *Name of the OPO(s) with which the hospital has an agreement; and*

_____ *Other: _____;*

(Name)

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(Date)

*Your request cannot be processed until all the above information has been received by CMS.
Please submit the information within 30 days to:*

*Centers for Medicare and Medicaid Services
Survey and Certification Group
7500 Security Blvd
Mailstop: S2-12-25
Baltimore, Maryland 21244*

*Any questions concerning missing information should be directed to Survey and Certification
Group at telephone number 410-786-8476 or email to **Sherry.Clark@cms.hhs.gov**.*

Sincerely,

*Administrative Officer
Survey and Certification Group*