Dear NADC member,

Please find attached a template to assist you and your organisation to draft a letter to your local Member of Parliament, seeking support and assistance in tackling the growing problem of diabetes in your community.

To complete the letter, we recommended you insert the following details into the template:

* The name and contact details of your local Member of Parliament - if you are a hospital-based facility you will need to contact your State Member via the State Parliament website (the URL differs from state to state) for which your centre is located. If you are a primary care based centre, you will need to contact your Federal member via the Federal Parliament website at <http://www.aph.gov.au/Senators_and_Members/Members>
* Your position title
* The name and location of your diabetes centre
* The prevalence of diabetes in your local government area - this can be found via the website: <http://www.diabetesmap.com.au/#/>
* The total number of staff at your centre

If you are unable to access details on any of the points above, please delete the relevant paragraph before sending the letter.

For the purpose of authenticity, it is advisable for you to send your letter on official corporate letterhead and include your signature at the bottom of the correspondence.

It is also advisable to send this letter in PDF format. If you are able to locate the email address of your local Member of Parliament via the relevant State Parliamentary website, please send an electronic copy. If you are unable to locate an email address, please send a hard copy using the recommended postal address located on the relevant State Parliamentary website.

I hope you find this template useful and I wish you the best in generating the support and assistance needed to continue the valuable care delivered at your diabetes centre.

If you have any queries, please do not hesitate to contact me via email at [ceo@nadc.net.au](mailto:ceo@nadc.net.au) at any time.

Yours sincerely,

Natalie Wischer,

CEO, National Association of Diabetes Centres (NADC)

