

Urgent Medical Payment Request

Subject: URGENT - Emergency Medical Payment Authorization Required

Dear Accounts Payable Manager,

This is an emergency payment requisition for immediate medical treatment authorization. Employee John Smith (ID: EMP-2024-156) requires urgent medical procedure costing \$8,500.00 at City General Hospital.

The procedure is medically necessary and cannot be delayed. Our insurance will cover 80% of the cost, leaving a company obligation of \$1,700.00. Hospital requires immediate payment confirmation to proceed with treatment.

Please authorize payment immediately and confirm with hospital billing department at (555) 123-4567. Employee's health and safety are at stake.

Urgently yours,

Dr. Patricia Williams

Occupational Health Manager

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