

Liliana Schwartz

Care Coordinator

📞 (303) 555-0123 ✉️ liliana.schwartz@email.com

🌐 <https://linkedin.com/in/lilianaschwartz> 📍 1234 Elm Street, Denver, CO 80202

JULY 12, 2026

Hiring Manager
HealthConnect Solutions
Remote

Dear Hiring Manager,

I am eager to apply for the Care Coordinator role at HealthConnect Solutions, a position that perfectly combines my dedication to patient care with my organizational acumen. With several years of hands-on experience, I believe I can truly support patients and improve their health outcomes.

In my previous role, I managed a significant patient panel while ensuring continuity through outreach and health coaching. Daily, I made 50 outbound calls to support care plans, assist patients, and nurture their health journeys. This approach not only enhanced patient trust but also reinforced collaboration with clinical teams to address each unique concern.

I've encountered challenges where patients faced barriers to care. Listening was key, allowing me to articulate their needs effectively to healthcare providers. Through diligence, I successfully advocated for them, helping to close gaps in their care. This commitment has become a signature aspect of my service philosophy.

I am particularly proud of contributing to initiatives that integrated behavioral health into patient care. By promoting proactive communication, I was able to build rapport and ensure patients felt supported, even while managing their complex health issues. Each interaction reinforced my belief that advocacy leads to better health outcomes.

As a compassionate coordinator with a nationally recognized medical assistant certification, I am enthusiastic about the opportunity to contribute to your esteemed organization. I understand the importance of precise documentation and HIPAA compliance, having maintained accurate records throughout my career.

Thank you for considering my application.

Sincerely,

Liliana Schwartz

Liliana Schwartz