

January 26, 2024

Briana Busby  
Rehabilitation Nurse, LPN-IV  
4305 Cold Creek Blvd  
Sandusky, Ohio 44870  
Date

Danielle, Keegan, RN  
Assistant Director  
Firelands Health  
1111 Hayes Ave  
Sandusky, Ohio 44870

Dear Danielle, RN

It is with a heavy heart that I submit my letter of resignation as LPN-IV in the rehabilitation unit. As with some of my fellow co-workers, a higher level of education had called to me and I responded. I anticipate graduating with and earning my RN license by June 2024 and have accepted a contingent job offer as a RN in another department here at Firelands Health.

Thank you for giving me the opportunity to work as a LPN in rehab and gain the knowledge and experience that will be a great base for my new role as a RN.

As stated previously, I anticipate obtaining my RN license in June 2024 and will transition into my new role at that time. Until then I would gladly assist in training my replacement to help prepare for this transition.

Thank you again for the opportunity to work with great staff and to take care of the patients.

Sincerely,

Briana M. Busby, LPN-IV