

company letterhead required

Date: _____

AAPC Member ID: _____

Dear AAPC,

_____ has been employed at _____
(Member Name) (Company)

since _____. During this time, _____ has shown
(Date) (Member Name)

extensive knowledge in utilizing and maneuvering through the ICD-10-CM, CPT, and HCPCS coding books, which are required on a daily basis. **Current responsibilities include:**

If you have further questions, you may contact me at the number or email provided below.

Sincerely,

(Hand Signature Required)

Name: _____ Job Title: _____

Company: _____

Email: _____ Phone Number: _____

Please upload this signed template on company letterhead at www.aapc.com/apprentice/apprentice-application.aspx.