

[Doctor's Name/Clinic Name]  
[Clinic Address]  
[City, State, Zip Code]  
[Phone Number]

[Date]

[Patient Name]  
[Patient Address]  
[City, State, Zip Code]

Dear [Patient Name],

I am writing to share the results of your recent blood work performed on [Date]. Your Hemoglobin A1C level was **[Result]%**. This test measures your average blood sugar levels over the past three months.

Based on this result, your current level is [above/below] our target goal of [Target %]. To better manage your health and prevent future complications, we need to revise your current treatment plan.

**Revised Treatment Plan Summary:**

- **Medication Changes:** [Details of changes or "No changes at this time"]
- **Dietary Adjustments:** [Details of changes or "Continue current plan"]
- **Physical Activity:** [Recommended frequency and type]
- **Monitoring:** [Frequency of home glucose testing]

We would like to schedule a follow-up appointment on [Date/Time] or within the next [Number] weeks to discuss these changes in detail and ensure you have the support you need.

If you have any immediate questions or experience any new symptoms, please contact our office at [Phone Number].

Sincerely,

[Doctor's Signature]  
[Doctor's Printed Name]