

**URGENT: MEDICAL APPOINTMENT REQUESTED**

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

Dear [Patient Name],

We are writing to inform you that the results of your recent biopsy performed on [Date of Procedure] are now available.

It is important that you schedule a follow-up consultation with [Physician Name] as soon as possible to review these findings and discuss the next steps in your care. We recommend that this appointment take place within the next [Number] business days.

Please call our office at [**Phone Number**] immediately to arrange a time. If you call after hours, please leave a message with your name and phone number, and our staff will prioritize your return call.

When you come for your appointment, you may wish to bring a family member or friend for support, as well as a list of any questions you may have.

We look forward to speaking with you soon.

Sincerely,

[Physician Name/Medical Assistant Name]

[Clinic/Hospital Name]

[Department Name]