

[Hospital/Clinic Name]  
[Department Name]  
[Phone Number]  
[Date]

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

Re: Routine MRI Scan Results

Dear [Patient Name],

We are writing to provide you with the results of your recent routine MRI scan performed on [Date of Scan] at [Location].

The radiologist has completed the review of your images. The findings are as follows:

[Insert Summary of Results - e.g., Your scan showed no significant changes compared to your previous imaging and remains stable.]

**Next Steps:**

- [Option 1: No further action is required at this time.]
- [Option 2: Please schedule a follow-up appointment with Dr. (Name) to discuss these results in detail.]
- [Option 3: Your next routine scan should be scheduled in (Number) months.]

A full copy of the report has been sent to your referring physician, [Physician Name].

If you have any questions or would like to discuss these results further, please contact our office at [Phone Number] or message us through the patient portal.

Sincerely,

[Provider Name/Signature]  
[Title/Department]