

[Doctor or Clinic Name]
[Clinic Address]
[City, State, Zip Code]
[Phone Number]

[Date]

To the Parent/Guardian of [Patient Name],

This is a reminder that it is time for [Patient Name] to schedule her annual Adolescent Well-Woman preventive care visit.

Annual wellness exams are an important part of staying healthy. These visits focus on preventive care and allow your daughter to discuss her physical and emotional development in a safe, confidential environment. Topics covered during this visit may include:

- Physical growth and development
- Menstrual cycle health
- Nutrition and physical activity
- Emotional well-being and stress management
- Preventive screenings and immunizations

Please call our office at [Phone Number] to schedule an appointment. If you have already scheduled this visit, please disregard this notice.

We look forward to seeing you soon.

Sincerely,

[Provider Name or Clinic Staff]
[Clinic Name]