

[Practice Name]
[Practice Address]
[City, State, Zip Code]
[Phone Number]

[Date]

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

Dear [Patient Name],

Our records indicate that it is time for your routine preventative skin check. Regular screenings are an essential part of maintaining your health and detecting potential issues early.

Your last skin examination was on [Date of Last Visit]. We recommend scheduling your next appointment to ensure continued monitoring of your skin health.

Please call our office at [Phone Number] to schedule a convenient time for your consultation. You may also book online at [Website URL] if applicable.

If you have already scheduled an appointment or have recently had a skin check elsewhere, please let us know so we can update your medical records.

Sincerely,

[Doctor Name/Practice Manager]
[Practice Name]