

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

Subject: Important Reminder: Your Annual Preventive Skin Cancer Screening

Dear [Patient Name],

Our records indicate that it is time for your annual preventive skin cancer screening. Regular skin checks are a vital part of maintaining your overall health and allow for the early detection of skin cancer, when it is most treatable.

Early detection saves lives. During this brief appointment, your provider will examine your skin for any unusual moles, growths, or changes that may require further attention.

To schedule your appointment, please contact our office at [Phone Number] or visit our online portal at [Website Link].

If you have already scheduled an appointment or have had a screening recently, please disregard this notice.

We look forward to seeing you soon.

Sincerely,

[Provider Name/Practice Name]

[Contact Information]