[Clinic Name]
[Clinic Address]
[Phone Number]
[Date]

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

Re: Missed Appointment for Prostate Cancer Screening

Dear [Patient Name],

This letter is to inform you that our records show you missed your scheduled appointment for a prostate cancer screening on [Appointment Date] at [Appointment Time].

Prostate cancer screening, which may include a PSA (Prostate-Specific Antigen) blood test and/or a digital rectal exam, is an important part of preventative healthcare. Early detection is key to successful treatment.

We understand that unexpected events can occur. However, we encourage you to reschedule this appointment as soon as possible. Please contact our office at [Phone Number] to find a new time that works for you.

If you have already rescheduled or have decided not to pursue screening at this time, please let us know so we can update your medical record.

Sincerely,

[Provider Name/Clinic Administration]
[Clinic Name]