

Date: [Current Date]

[Patient Name]
[Patient Address]
[City, Postcode]

Dear [Patient Name],

Subject: Biannual Routine Blood Pressure Monitoring

Our records show that your routine six-monthly blood pressure check is now due. Regular monitoring is important to ensure your blood pressure remains within a healthy range and to manage your long-term health effectively.

Please contact the surgery at [Phone Number] or use our online booking system to schedule an appointment with the healthcare assistant or nurse. This appointment will take approximately 10 minutes.

If you monitor your blood pressure at home, please bring a written record of your last week of readings to your appointment, or submit them via [Email/Online Portal] prior to your visit.

If you have already had your blood pressure checked in the last month, please let us know so we can update your medical records.

Yours sincerely,

[Doctor/Practice Name]
[Medical Center Name]