

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

[Date]

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

Subject: Reminder - Missed Blood Pressure Monitoring Appointment

Dear [Patient Name],

Our records indicate that you missed your recent appointment or are overdue for your routine blood pressure monitoring checkup.

Regular monitoring is essential to ensure your blood pressure remains within a healthy range and to manage your long-term health effectively. Even if you feel well, high blood pressure often has no symptoms but can increase the risk of heart disease and stroke if left untreated.

Please contact our office at [Phone Number] to reschedule your appointment at your earliest convenience. Alternatively, you can book an appointment online via [Website/Portal Link].

If you have already had your blood pressure checked elsewhere recently, please let us know the reading so we can update your medical records.

Thank you for prioritizing your health.

Sincerely,

[Provider Name/Practice Manager]  
[Practice Name]