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

To: [Patient Full Name]
Address: [Patient Address]

Dear [Patient Name],

Our records indicate that you are due for a baseline Bone Density (DEXA) scan. This is a routine screening used to measure bone strength and assess the risk of osteoporosis or fractures.

Preventative screening is an important part of your long-term health maintenance. This baseline test provides a starting point for your doctor to monitor your bone health as you age.

Please contact our office at [Phone Number] to schedule your appointment. If you have already had this test performed at another facility within the last year, please let us know so we can update your medical records.

If you have any questions regarding this screening, please do not hesitate to contact us.

Sincerely,

[Doctor's Name/Clinic Manager]
[Clinic Name]