

[Clinic Name]
[Clinic Address]
[City, State, Zip Code]
[Phone Number]
[Date]

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

Subject: Reminder: Routine Hepatitis Vaccination Due

Dear [Patient Name],

Our records indicate that you are due for a routine vaccination against Hepatitis A and/or Hepatitis B. Keeping your vaccinations up to date is the most effective way to prevent these serious liver infections.

According to our files, you are currently due for:

- Hepatitis A - Dose Number: [X]
- Hepatitis B - Dose Number: [X]
- Combined Hepatitis A & B - Dose Number: [X]

Please contact our office at [Phone Number] to schedule your appointment. If you have already received this vaccination at another clinic, please let us know so we can update your medical records.

If you have any questions regarding these vaccines, please do not hesitate to ask our staff.

Sincerely,

[Doctor/Provider Name]
[Clinic Name]