

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

Subject: Important Preventive Health Screening Reminder

Dear [Patient Name],

We are writing to remind you that it is time for your annual preventive depression screening. At [Clinic/Practice Name], we believe that mental health is just as important as physical health.

This routine screening is a standard part of preventive care. It helps us understand how you are feeling and ensures we can provide you with the best support possible. The appointment usually takes only a few minutes and consists of a brief questionnaire and a discussion with your provider.

Please contact our office at [Phone Number] to schedule your appointment. You may also book online through our patient portal at [Website URL].

If you have already scheduled this appointment or have recently completed a screening, please disregard this notice.

We look forward to seeing you soon.

Sincerely,

[Provider Name or Clinic Name]

[Clinic Address]

[Phone Number]