

[Date]

To the Parents/Guardians of [Child's Name],

Our records show that [Child's Name] is approaching an important milestone: their first birthday! We would like to schedule a **Twelve-Month Well-Child Visit** to monitor your child's growth and development.

During this appointment, we will:

- Perform a physical examination and track growth (height, weight, and head circumference).
- Evaluate developmental milestones such as crawling, standing, and early speech.
- Discuss nutrition, sleep habits, and safety in the home.
- Administer routine childhood vaccinations.
- Conduct screenings for lead and hemoglobin if necessary.

Please call our office at [Phone Number] to schedule this appointment. We recommend scheduling as close to the first birthday as possible.

If you have already scheduled this visit or have recently seen another provider, please let us know so we can update our records.

Sincerely,

[Doctor/Clinic Name]

[Clinic Address]

[Phone Number]