

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

Subject: Urgent: Overdue Sleep Apnea Titration Evaluation

Dear [Patient Name],

Our records indicate that you are overdue for your Sleep Apnea Titration Evaluation. This evaluation is a critical step in your treatment plan to ensure that your CPAP/BiPAP machine settings are providing the correct level of air pressure to keep your airway open during sleep.

Untreated or improperly treated sleep apnea can increase the risk of serious health issues, including high blood pressure, heart disease, and daytime fatigue. It is essential that we review your current data and adjust your therapy as needed for your safety and comfort.

Please contact our office at [Phone Number] at your earliest convenience to schedule your appointment. If you have already scheduled this evaluation or are no longer using your device, please call us so we can update your medical record.

We look forward to assisting you with your sleep health.

Sincerely,

[Provider Name/Clinic Name]

[Department Name]

[Phone Number]