

[Department Name]
[Facility Name]
[Address]
[City, State, Zip Code]
[Phone Number]

[Date]

Dear [Patient Name],

Welcome to the Department of Radiation Oncology at [Facility Name]. We understand that this may be a challenging time for you, and we are committed to providing you with the highest quality care and support throughout your treatment journey.

Your care team consists of radiation oncologists, medical physicists, dosimetrists, radiation therapists, and oncology nurses. Together, we will work to create a personalized treatment plan tailored to your specific needs.

Your First Appointment

During your initial consultation, you will meet with your physician to discuss your diagnosis and the recommended course of treatment. We encourage you to bring a list of questions and a family member or friend for support.

Patient Support Services

We offer several resources to assist you during your care:

- **Oncology Social Workers:** To help with emotional support and practical resources.
- **Nutritional Counseling:** To assist with dietary needs during treatment.
- **Financial Counselors:** To help navigate insurance and billing questions.
- **Support Groups:** To connect you with others undergoing similar experiences.

What to Expect Next

Following your consultation, we will schedule a "Simulation" appointment. This is a planning session where we determine the exact positioning for your treatments. You will receive more detailed instructions regarding this visit shortly.

If you have any immediate questions or need to reschedule your appointment, please contact our office at [Phone Number] between the hours of [Operating Hours].

We are privileged to participate in your care.

Sincerely,

[Physician Name/Department Head]

[Title]

[Facility Name]