Dear [Patient Name],
This letter is to follow up regarding [purpose of letter, e.g., your recent appointment, lab results, or upcoming procedure].
[Insert detailed information here. For example: Your results from the test performed on (Date) are now available. Please review the attached documents or log into your patient portal.]
If you have any questions or would like to schedule a follow-up consultation, please contact our office at [Phone Number] or reply to this email.
We look forward to continuing your care.
Sincerely,
[Provider Name]
[Clinic Name]