

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

Subject: URGENT: Action Plan Regarding Your Recent Blood Test Results

Dear [Patient Name],

We are contacting you regarding the blood panel performed on [Date of Test]. Our review indicates several abnormal findings that require immediate attention and a formal follow-up plan.

Key Areas of Concern:

- [Abnormal Result 1]: [Value] (Normal range: [Range])
- [Abnormal Result 2]: [Value] (Normal range: [Range])
- [Abnormal Result 3]: [Value] (Normal range: [Range])

Required Action Plan:

1. **Immediate Consultation:** Please schedule an appointment with [Physician Name] no later than [Date/Timeframe].
2. **Medication Adjustment:** [Instructions regarding current or new medications, if applicable].
3. **Additional Testing:** We have ordered [Name of Test/Imaging] to be completed by [Date].
4. **Lifestyle/Immediate Precautions:** [Specific instructions, e.g., fasting, monitoring blood pressure, etc.].

Please call our office at [Phone Number] immediately to confirm you have received this letter and to schedule your follow-up visit. If you experience symptoms such as [List Critical Symptoms], please proceed to the nearest emergency room.

Sincerely,

[Provider Signature]

[Provider Name/Title]

[Clinic/Facility Name]