

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

RE: Recent Thyroid Lab Results and Medication Change

Dear [Patient Name],

We have reviewed the results of your recent blood work performed on [Date of Lab].

Your TSH level was [Result Value], which is outside of the target range. Based on these results, we need to adjust your thyroid medication to ensure your levels return to the optimal range.

Current Medication: [Current Medication Name and Dose]

New Medication Instructions: [New Medication Name and Dose]

Please begin taking this new dose starting [Start Date]. If you have any remaining tablets of your previous dose, please discard them or follow the instructions provided by your pharmacist to avoid confusion.

You will need to have your thyroid levels re-checked in [Number] weeks to monitor the effect of this adjustment. Please contact our office to schedule your follow-up lab work for the week of [Date].

If you experience any new symptoms such as palpitations, tremors, excessive fatigue, or significant weight changes, please notify our office immediately.

Sincerely,

[Provider Name]

[Clinic Name]

[Phone Number]