

Date: [Insert Date]

Patient Name: [Insert Patient Name]

Patient ID: [Insert ID Number]

Dear [Insert Patient Name],

We are contacting you regarding your recent blood work results. Your Hemoglobin A1C level was **[Insert A1C Result]%**. This result is outside of the target range and indicates a need to update your Chronic Disease Management Action Plan.

Current Status

An elevated A1C level suggests that your blood sugar has been higher than recommended over the past 2-3 months. To help lower this level and prevent long-term complications, we have outlined the following action plan:

Action Plan

- **Medication:** [Insert medication changes or "Continue as prescribed"]
- **Nutrition:** [Insert dietary recommendations, e.g., reduce refined sugars and carbohydrates]
- **Physical Activity:** [Insert exercise goal, e.g., 30 minutes of walking 5 days a week]
- **Monitoring:** [Insert frequency of home glucose checks]

Next Steps

Please complete the following follow-up tasks:

1. Schedule a follow-up appointment with [Insert Provider Name] by [Insert Date].
2. Repeat A1C lab work in [Insert Number] months.
3. [Optional: Schedule a consultation with our Registered Dietitian].

If you experience symptoms such as extreme thirst, frequent urination, or blurred vision before your next appointment, please contact our office immediately at [Insert Phone Number].

Sincerely,

[Insert Provider Name/Signature]

[Insert Clinic Name]