

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

Subject: Follow-up Appointment for CT Scan Results

Dear [Patient Name],

We are writing to follow up regarding your recent CT scan performed on [Date of Scan]. Our records indicate that your results are now available for review.

It is important that you schedule a follow-up appointment with [Doctor's Name] to discuss these findings and determine the next steps in your care plan.

Please contact our office at [Phone Number] at your earliest convenience to schedule this appointment. You may also schedule through our online patient portal at [Website URL].

If you have already scheduled this appointment, please disregard this notice.

Sincerely,

[Your Name/Department]

[Medical Practice Name]

[Phone Number]