

Date: [Current Date]

To: [Patient Name]

Address: [Patient Address]

Date of Birth: [Patient DOB]

Subject: Important Reminder Regarding Your Preventative Screening

Dear [Patient Name],

Our records indicate that you are currently overdue for your routine preventative mammogram. Regular screenings are the most effective way to detect breast cancer early, when it is most treatable.

Your health is our priority, and we recommend scheduling this appointment as soon as possible. Most preventative mammograms are covered by insurance plans at no out-of-pocket cost to you.

How to Schedule:

- Call our scheduling department at: [Phone Number]
- Visit our online portal at: [Website URL]
- Reply to this letter via [Email Address]

If you have already completed a mammogram at a different facility recently, please let us know so we can update your medical records.

Thank you for choosing us for your healthcare needs.

Sincerely,

[Doctor or Practice Name]

[Facility Name]

[Contact Information]