

Date: [Insert Date]

Subject: SECOND NOTICE: Important Reminder for Your Mammogram Screening

Dear [Patient Name],

We are writing to you because our records show that you are due for your annual preventative mammogram screening. We previously sent a reminder regarding this important health check, but we have not yet heard from you.

Regular mammograms are the most effective way to detect breast cancer early, often before any symptoms appear. Early detection significantly increases the success of treatment and provides more options for care.

Action Required:

Please contact our office at your earliest convenience to schedule your appointment. You can reach us at [Phone Number] or schedule online through the patient portal at [Website Link].

Details for your visit:

- **Location:** [Facility Name/Address]
- **Estimated Time:** Approximately [Number] minutes
- **Cost:** Most insurance plans cover preventative mammograms at 100% with no out-of-pocket cost to you. Please verify with your provider.

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

Your health is our priority. We look forward to hearing from you soon.

Sincerely,

[Doctor/Provider Name]

[Practice/Clinic Name]

[Contact Information]