

**Date:** [Date]

**To:** [Patient Name]

**Date of Birth:** [Patient DOB]

**Scheduled Surgery Date:** [Surgery Date]

**Subject: FOLLOW-UP: Pending Laboratory Results for Pre-Operative Clearance**

Dear [Patient Name],

We are writing to follow up on your pre-operative medical clearance. Our records indicate that we are still awaiting the results of the following laboratory tests required for your upcoming procedure:

- [Test Name 1]
- [Test Name 2]
- [Test Name 3]

These results are necessary for our medical team to ensure your safety during surgery. Failure to receive these results by [Deadline Date/Time] may result in the postponement or rescheduling of your procedure.

**Please take the following action(s) immediately:**

- If you have already completed these tests, please contact the laboratory and request that they fax the results to [Fax Number].
- If you have not yet completed these tests, please visit [Lab Name/Location] as soon as possible.
- If your tests were performed at a different facility, please provide us with the name and contact information of that facility.

Once the results are received, our clinical staff will review them and contact you if any further evaluation is needed.

If you have any questions or believe this letter was sent in error, please contact our office at [Phone Number] immediately.

Sincerely,

[Doctor/Coordinator Name]  
[Practice/Department Name]  
[Phone Number]