

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Recipient's Institution/Company]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Diagnosis of Chronic Kidney Disease

I hope this letter finds you well. I am writing to formally communicate my diagnosis of Chronic Kidney Disease (CKD), which was confirmed on [date of diagnosis] through [details of tests conducted, e.g., blood tests, imaging].

Given the nature of this diagnosis, I would like to discuss potential treatment options and management plans to ensure optimal health moving forward. I would greatly appreciate your expertise and guidance regarding the next steps.

Please find attached relevant medical records, including test results and specialist referrals for your review.

I look forward to scheduling a consultation at your earliest convenience. Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title/Position, if applicable]