

[Your Name]
[Your Position]
[Your Organization]
[Organization Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Patient's Name]
[Patient's Address]
[City, State, Zip Code]

Dear [Patient's Name],

We are writing to inform you about the results of your recent electrocardiogram (EKG) conducted on [Date of EKG].

After careful review, the results indicate that [brief summary of findings, e.g., "your heart rhythm appears normal," "there are signs of arrhythmia," "further evaluation is needed," etc.].

Based on these findings, we recommend the following next steps:

1. [Recommendation 1]
2. [Recommendation 2]
3. [Follow-up appointment details, if necessary]

If you have any questions regarding your results, please do not hesitate to contact our office at [phone number] or [email address]. It is important to discuss these results with your healthcare provider to determine the best course of action for your health.

Thank you for choosing [Your Organization] for your healthcare needs.

Sincerely,

[Your Name]
[Your Position]