

[Your Name]  
[Your Title]  
[Your Clinic/Hospital Name]  
[Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Patient's Name]  
[Patient's Address]  
[City, State, Zip Code]

Dear [Patient's Name],

I hope this letter finds you well. We are reaching out to you regarding your recent EKG appointment on [date of appointment]. We want to ensure you have all the necessary information and support as you continue your journey to better heart health.

After reviewing your EKG results, I would like to discuss [specific findings or next steps]. It is important that you understand what these results mean and how they impact your overall health.

Please feel free to contact our office at [phone number] or email us at [email address] should you have any questions or require further information. We are here to support you and address any concerns you may have.

Moreover, we encourage you to attend your follow-up appointment scheduled for [date and time]. This will allow us to discuss your results in detail and create a tailored plan moving forward.

Thank you for trusting us with your care. We look forward to seeing you soon.

Warm regards,

[Your Signature]  
[Your Printed Name]  
[Your Title]