

[Your Name]  
[Your Title/Position]  
[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. I am writing to discuss the results of your recent electrocardiogram (EKG) performed on [date of EKG].

The EKG results indicated some abnormal findings, specifically [describe abnormalities, e.g., irregular heart rhythms, elevated ST segments, etc.]. These results suggest that further evaluation may be necessary to determine the underlying cause and assess your heart health.

We recommend scheduling a follow-up appointment to discuss these findings in detail and explore any additional tests that may be needed. It's essential to address these abnormalities to ensure you receive appropriate care.

Please contact our office at [phone number] to arrange a convenient time for your follow-up visit. If you experience any new symptoms such as chest pain, shortness of breath, or dizziness before our appointment, please seek immediate medical attention.

Thank you for your attention to this matter. We look forward to helping you maintain your health and well-being.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Title/Position]