

[Your Name]
[Your Title]
[Your Clinic/Practice 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 wanted to take a moment to review the findings from your recent eye examination on [Date of Exam].

During your examination, we assessed various aspects of your eye health, including visual acuity, intraocular pressure, and a thorough examination of your eye structures.

Here are the key findings from your exam:

1. ****Visual Acuity****: [Specify results, e.g., "Your vision has been noted as 20/20 in both eyes, which is excellent."]
2. ****Intraocular Pressure****: [Specify results, e.g., "Your intraocular pressure was within normal limits, indicating healthy eye pressure."]
3. ****Retinal Examination****: [Specify any pertinent observations, e.g., "I observed no signs of diabetic retinopathy, which is promising if you have diabetes."]
4. ****Other Findings****: [Include any additional notes, e.g., "Your prescription for glasses has changed slightly to better suit your vision needs."]

Based on these findings, I recommend the following:

- If applicable, [suggest wearing glasses/contact lenses, follow-up care, lifestyle changes, etc.].
- Schedule a follow-up appointment for further evaluation if necessary or contact us if you experience any changes in your vision.

Please feel free to reach out to our office at [Phone Number] or [Email Address] should you have any questions or need clarification about your examination results.

Thank you for trusting us with your eye care. We look forward to seeing you at your next appointment!

Best regards,

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