

[Your Name]
[Your Title/Position]
[Your Institution/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],

Subject: Follow-Up on Your Recent Ultrasound Examination

I hope this letter finds you well. I am writing to provide you with the results and recommendations regarding your recent ultrasound examination performed on [date of ultrasound] at [location].

****Ultrasound Findings:****

The ultrasound examination revealed [briefly describe findings, e.g., "no abnormalities in the liver", "presence of a cyst", etc.].

****Next Steps/Recommendations:****

Based on these findings, I recommend [list any further tests, follow-up appointments, or treatments]. Please schedule a follow-up appointment for [proposed timeframe] to discuss these results in detail and next steps.

If you have any questions or concerns in the meantime, feel free to reach out to my office at [phone number] or [email address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Institution/Practice Name]