

[Your Name]
[Your Title/Position]
[Your Institution/Practice Name]
[Your 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 VQ Scan Results

I hope this letter finds you well. I am writing to discuss the results of your recent ventilation-perfusion (VQ) scan conducted on [Date of Scan]. The findings of the scan indicate [brief summary of results, e.g., "normal ventilation and perfusion patterns" or "evidence of pulmonary embolism"]. Based on these results, [provide any recommendations or next steps, e.g., "we recommend a follow-up appointment to discuss treatment options" or "there is no indication for further intervention at this time"].

Please feel free to reach out to my office at [Phone Number] or [Email Address] if you have any questions or if you would like to schedule an appointment to discuss this further.

Thank you for your attention to this important matter.

Sincerely,

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