

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient's Title or Position]
[Recipient's Institution or Organization]
[Institution or Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to provide an explanation of the recent white blood cell (WBC) count results from my laboratory tests conducted on [Test Date].

The results indicate that my total WBC count was [insert WBC count], which is [insert whether it is within the normal range or specify if it is elevated or decreased]. The normal range for WBC count typically falls between [insert normal range values].

An elevated WBC count can signify several conditions, including [insert possible explanations for elevated count, e.g., infection, inflammation, stress]. Conversely, a decreased WBC count may indicate [insert possible explanations for decreased count, e.g., bone marrow disorders, autoimmune diseases].

I understand these results need to be interpreted in conjunction with other tests and clinical evaluations. Therefore, I would appreciate the opportunity to discuss these findings further during our next appointment.

Thank you for your attention to this matter. Please let me know if you require any additional information or documentation.

Sincerely,

[Your Name]

[Your Medical Record Number or Patient ID, if applicable]