

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Hospital/Clinic Name]
[Address]

[City, State, Zip Code]
Dear [Recipient's Name],
Subject: VQ Scan Results

I hope this letter finds you well. I am writing to inform you of the results from the ventilation-perfusion (VQ) scan conducted on [Date of Scan] at [Location].

The findings of the VQ scan are as follows:

1. Ventilation:

- The ventilation images show [describe findings, e.g., "normal distribution of airflow throughout the lung fields," or "evidence of decreased ventilation in the right upper lobe"].

2. Perfusion:

- The perfusion images indicate [describe findings, e.g., "normal perfusion with no evidence of significant defects," or "multiple segmental defects suggestive of possible pulmonary embolism"].

3. Conclusion:

- Based on these findings, [provide interpretation, e.g., "there is no evidence of pulmonary embolism," or "further evaluation is recommended due to decreased perfusion"].

We recommend discussing these results and any necessary next steps during your upcoming appointment on [Date of Appointment]. Please feel free to reach out if you have any immediate questions or concerns.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title, if applicable]
[Your Institution, if applicable]