

Sample Provider Reminder Letter 1

(Date) _____

(Name) _____

(Address) _____

(City, State, Zip) _____

Dear Ms. _____ :

I am writing to remind you to **CALL TODAY** for an appointment to get your next mammogram and have your clinical breast exam. A mammogram is an x-ray that helps to look for early signs of breast cancer.

Did you know that the chance of getting breast cancer increases with age? It does! Or, that many women do not have any symptoms when they are first diagnosed with breast cancer? That is true too. An abnormal growth in your breast has to grow to at least the size of a pea before your doctor can feel it when you are examined.

The good news is that a mammogram can help your doctor to find the cancer early — often 1-1/2 to 2 years before a lump is big enough to be felt. This is why it is so important for women 50 and older to get a mammogram every year. By getting mammograms regularly, breast cancer can be found and treated early when the chances for a cure are good.

It is important to take care of your own health. If you have not had a mammogram in the past year and do not have an appointment to get one, **CALL US TODAY**.



Mammography Appointment

To schedule an appointment, **CALL US TODAY** at _____ (phone number) between _____ (time) on _____ (days).

We look forward to seeing you soon!

Sincerely,

(Doctor)


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Sample Provider Reminder Letter 2

(Date) _____

(Name) _____

(Address) _____

(City, State, Zip) _____

Dear Ms. _____ :

Breast cancer is the most common type of cancer among American women. In fact, each year approximately 182,800 new cases of breast cancer are diagnosed, and 40,800 women die of the disease. The earlier breast cancer is detected, the better the survival rate. When breast cancer is diagnosed at a local stage (has not spread to surrounding tissue or lymph nodes), the 5-year survival rate is 97%. When breast cancer is diagnosed after it has spread, the 5-year survival rate decreases to 21%.

Your best defense against breast cancer is having a **screening mammogram on a regular basis, breast self examination, and an annual examination by a physician.** The American Cancer Society recommends screening mammograms every year for women over the age of 40 and older. If you have not had a mammogram in the past year, we strongly encourage you to call for your appointment **TODAY**. Yearly mammogram screening is covered by Medicare and requires a co-payment.

Here is all you need to do!



You do not need a referral from your physician to schedule a screening mammogram. You will need to designate a physician to whom you would like the results sent.



Choose a mammography facility from the enclosed list that is convenient for you. Many of them offer evening and Saturday appointments.



Call the mammography facility and tell them you would like to schedule a screening mammogram.

Taking care of your own health is important. This includes seeing your health care provider for a breast exam and having a mammogram every year. It is also a good idea to periodically have a medical check-up to make sure you don't have other problems that require treatment. For example, you could have a Pap test to check for cervical cancer at the same time you see your health care provider for your breast exam.

If you have any questions about this, please call our office at _____ (phone number). We will be happy to assist you Monday to Friday from _____ AM to _____ PM.

Sincerely,

(Health care provider)


Healthcare Business Solutions

Sample Provider Reminder Letter 3

(Date) _____

(Name) _____

(Address) _____

(City, State, Zip) _____

Dear Ms. _____ :

I am writing to remind you to **CALL TODAY** for a mammogram appointment and to have a clinical breast exam.

A mammogram is an x-ray that helps to look for early signs of breast cancer. The chance of getting breast cancer increases with age and many women do not have any symptoms when they are first diagnosed. The good news is that a mammogram can help your doctor to find breast cancer early — usually 1-1/2 to 2 years before a lump is big enough to be felt.

Many women think that they do not need mammograms if other women in their family never had breast cancer. But, in fact, 3 out of 4 women who get breast cancer do not have a strong family history. As women get older, their chances of getting breast cancer increases even if no one in their family ever had it. Waiting until health problems become serious is what usually requires more visits to the doctor or hospital for treatment. Having a mammogram helps to find breast cancer early so treatment can be started. That is why they are so important.

It is smart to take care of your own health including getting a routine mammogram. If you have not made an appointment, **CALL US TODAY**.



Mammography Appointment

To schedule an appointment, **CALL US TODAY** at _____ (phone number)
between _____ (time) on _____ (days).

Sincerely,

(Doctor)

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