



[Date]

Dear [Patient name, e.g., "Mr. Smith"],

I am writing to you today because you recently had an imaging study in the Dept. of Radiology here at Penn State Hershey Medical Center (PSHMC) as part of your visit to our Emergency Department. Your study was interpreted by a PSHMC radiology doctor, who felt there were findings that may require follow up.

The PSHMC radiologist who reviewed your study does not know the details of your health history, and therefore can only give general recommendations; it is up to your primary care doctor to customize those recommendations and make a follow-up plan that is right for you. Therefore, we are writing to ask you to please contact your primary doctor directly and inform them that they need to evaluate the findings related to your recent radiology test for follow-up.

If your primary care doctor is here at PSHMC, he or she can obtain the full Radiology report and decide what, if any, follow-up is right for you. If your doctor is not affiliated with PSHMC, you can obtain a copy of our report yourself by contacting our Health Information Services Department, at 717-531-8055. If you plan to make an appointment with your doctor to discuss the findings of the radiology study, you should request a copy of the report at least seven (7) days prior to your appointment, so that you will be sure to have it with you when you see your doctor.

If you do not have a primary care physician at this time, you may obtain a referral to a provider from our Department of Family and Community Medicine by calling the PSHMC Care Line at 717-531-6955 or if you are outside of our local calling area, you can use our toll-free Care Line number, which is 1-800-243-1455. The Care Line is available 24 hours a day, seven days a week.

Thank you for allowing us to participate in your care.

Sincerely,

[Committee Member], M.D.

[Academic title]

Department of Radiology, Hershey Medical Center