(FACILITY INFORMATION)

(DATE)

(ETC)

Dear Ms. XXX,

We hope you and your loved ones are healthy and safe. As a previous participant in the (FACILITY NAME) Lung Cancer Screening Program, we thank you for trusting us to be a partner on your healthcare team.

Our records indicate that your previously recommended lung cancer screening follow-up is overdue. Please discuss scheduling this important exam with your doctor soon. Your doctor can help you weigh the risks from COVID-19 against your health and your lung cancer risk to determine how long you should continue to delay follow up. Once you have had this discussion and have an order from your doctor, we can schedule your exam. Lung cancer remains the leading cause of cancer death for both men and women.

During COVID-19 your imaging practice may implement the following safety precautions: thermal temperature scanning, practicing social distancing, masking, no extra people in waiting rooms, and/or other precautions as appropriate for your safety.  If you have any questions or concerns about entering one of our facilities, please feel free to contact me at the number below.

We look forward to seeing you again soon for your follow up CT examination.

Sincerely,

(TITLE/PROGRAM)

(PHONE)