

[Return Logo and Address]

[Date]

[Provider ID]  
[Provider Name]  
[Street Address]  
[City, ST Zip Code]

Dear [Patient]:

I recently reviewed your chart, and your yearly physical exam is overdue. This is concerning to me because my goal is to keep you healthy, in addition to treating illness. No matter your age, it is important for you to have a yearly physical exam and appropriate preventive screenings.

**Yearly Physical Exams are important for many reasons, including:**

- Detect any health issues before they become serious
- Update your doctor on any health or family history changes
- Review and schedule routine screenings
- Review immunizations to prevent illnesses

This exam helps me keep your health on track by making sure we keep up on all routine health screenings. The exam and screenings may vary depending on your age, risk, and gender. For more information about immunizations or screenings, please visit the Center for Disease Control, [cdc.gov](http://cdc.gov), and the United States Preventive Services Task Force, [uspstf.org](http://uspstf.org). To visit the sites, you may take a picture of the QR codes below with your electronic device, such as your phone.

To check your health plan benefits, call the Member Service phone number on your Member ID Card.

**Please call us today to schedule your yearly physical exam.** Our staff can be reached at XXX-XXX-XXXX. Thank you for taking care of your health. We look forward to seeing to you!

Sincerely,

Physician Name  
Practice Name



CDC



USPSTF