

Date: _____

Dear _____

Our records indicate that you are an active patient with our practice.

As part of quality medical care, it is necessary for all our diabetic patients to receive the following simple tests;

- ✓ Hemoglobin A1c
- ✓ LDL
- ✓ Urinalysis.

Our records indicate that you have not received these tests in 2009. Enclosed is a referral for these tests. I am requesting that sometime between now and August 15, 2009 you get these tests from our laboratory; Quest Diagnostics. A list of Quest Diagnostic Center locations is enclosed. Your lab results will then be forwarded to my office. It will be important for you and I to work together to achieve optimum levels with your lab test results.

We also recommend that all our diabetic patients receive an **annual retinal eye exam** by an eye care professional. Our records indicate that you have not received an eye exam in 2009. If you have done so, please contact me so that I can obtain the results of this exam for your patient record. If you have not had an eye exam this year I have enclosed a referral to our eye doctor _____ at # _____, I request that you make an appointment for this exam before October 2009.

If you have any questions regarding this letter, please contact me directly. My phone number is _____.

I look forward to working with you on this important part of your quality health care needs.