

Sample letter to patients – FIT Introduction

<date>

Regarding: Fecal immunochemical tests (FIT) tests

Dear <patient name>,

Your colorectal cancer screening test kit allows you the freedom to perform the test in the privacy of your own home. As we discussed, this test is used to identify colorectal cancer by determining whether or not there is blood in your stool.

Please be sure to following your testing instructions carefully. Once completed, mail to laboratory in postage paid envelope or return to your provider as instructed. A detailed instruction sheet has been included.

If you should have any questions, please feel free to contact (xxxxxx) at (555555).

Glad you see the benefit of screening in your life.

Sincerely,

<provider name>

Sample letter to patients Positive FIT Results

<date>

Dear <patient name>,

We have tried unsuccessfully to contact you by phone, and so we are sending you this information by letter.

The results of the Fecal Immunochemical test you recently took indicated the presence of hidden blood in the stool. Hidden blood may be due to dietary factors or conditions such as hemorrhoids, ulcers or colorectal cancer. A copy of your test results is included.

Please contact my office at <insert number> to set up an appointment as soon a possible so that we can discuss additional information about next steps that needs to be taken.

Sincerely,

<provider name>

Sample letter to patients Negative FIT Results

<date>

Dear <patient name>,

We are pleased to inform you that the Fecal Immunochemical Test (FIT) which you recently took, shows no evidence of hidden blood in your stool.

Although your test was negative, please remember that this test is not a complete cancer detection examination, but a screening for blood in the stool. Since blood in the stool can be a sign of colorectal cancer or other gastrointestinal disorders, it is important that you continue to have regular checkups with me and discuss other screening tests for colorectal cancer including a flexible sigmoidoscopy, barium enema, and colonoscopy (the “gold standard” for colon screening). At a minimum, you should repeat this test annually.

A copy of the results is included with this letter.

We are glad that you take your health seriously and made a decision to screen for colorectal cancer screening. We wish you good health in the future.

Sincerely,

<provider name>

Sample letter to patients – FOBT Introduction

<date>

Regarding: Fecal Occult Blood Test (FOBT)

Dear <patient name>,

Your colorectal cancer screening test kit allows you the freedom to perform the test in the privacy of your own home. As we discussed, this test is used to identify colorectal cancer by determining whether or not there is blood in your stool.

Please be sure to following your testing instructions carefully. Once completed return to your provider as instructed. A detailed instruction sheet has been included.

If you should have any questions, please feel free to contact (xxxxxx) at (555555).

Glad you see the benefit of screening in your life.

Sincerely,

Sample letter to patients Positive FOBT Results

<date>

Dear <patient name>,

We have tried unsuccessfully to contact you by phone, and so we are sending you this information by letter.

The results of the Fecal Occult Blood Test you recently took indicated the presence of hidden blood in your stool. Hidden blood may be due to dietary factors, conditions such as hemorrhoids, ulcers or colorectal cancer.

Please contact my office at <insert number> to set up an appointment as soon a possible so that we can discuss additional information about next steps that needs to be taken.

Sincerely,

<provider name>

Sample letter to patients Negative FOBT Results

<date>

Dear <patient name>,

We are pleased to inform you that the Fecal Occult Blood Test, which you recently took, shows no evidence of hidden blood in your stool.

Although your test was negative, please remember that this test is not a complete cancer detection examination, but a screening for blood in the stool. Since blood in the stool can be a sign of colorectal cancer or other gastrointestinal disorders, it is important that you continue to have regular checkups with me and discuss other screening tests for colorectal cancer including a flexible sigmoidoscopy, barium enema, and colonoscopy (the “gold standard” for colon screening). At a minimum, you should repeat this test annually.

A copy of the results is included with this letter.

We are glad that you take your health seriously and made a decision to screen for colorectal cancer screening. We wish you good health in the future.

Sincerely,

<provider name>

Sample letter to patients – FOTB or FIT

Dear <insert patient's name>,

Colorectal Cancer is the third leading cause of cancer-related deaths in our country. It doesn't matter if you are a man or a woman, both are equally at risk. Colorectal Cancer is also one of the most preventable and curable cancers, if caught early. But, you must get your screening done on a regular and timely basis.

Our records indicate that you received a stool screening kit (at your last visit / mailed to you) and that you agreed to complete the test at your earliest convenience. Please follow the instructions provided with your test and return your screening kit as soon as possible. It just takes a few minutes a day to complete this simple test, which is a small investment of time for your peace of mind and wellness. We hope that you can return the test to (my office / lab name) by <fill in the date>.

Please call us if you have any questions or concerns. Our number is <insert number to call>.

Your healthcare is important to us and this test is our way of helping you take charge of your health. Thank you for investing the time to perform this important test.

Sincerely,

Sample letter to patients – Colonoscopy

Dear <insert patient's name>,

Colorectal Cancer is the third leading cause of cancer-related deaths in our country. It doesn't matter if you are a man or a woman, both are equally at risk. Colorectal Cancer is also one of the most preventable and curable cancers, if caught early. But, you must get your screening done on a regular and timely basis.

Our records indicate that you were scheduled for a colonoscopy on <insert date>, but you did not follow through with the test. Please call us at your earliest convenience so we can reschedule this very important test. We are also happy to answer any questions or concerns you may have. Our number is <insert number to call>.

Your healthcare is important to us and this test is our way of helping you take charge of your health. Thank you for investing the time to perform this important test.

Sincerely,