

Letter to Patient at Average Risk

MAIN STREET MEDICAL

Date

Name
Street
City

Dear (Name):

Our office has made a commitment to promote the health of its members, and to provide education regarding preventive health measures that you can take to maintain a healthy lifestyle. Our records indicate that you are either overdue for colorectal cancer screening tests, or that you have never had a colorectal cancer screening test.

I am writing to ask you to call our office today to schedule a colorectal cancer screening appointment. By getting colorectal cancer screening tests regularly, colorectal cancer can be found and treated early when the chances for cure are best. Many of these tests can also help prevent the development of colorectal cancer.

The American Cancer Society and a number of other major medical organizations recommend that average-risk individuals choose one of the following options for colorectal cancer screening. Screening should begin at age 50.

Tests That Find Polyps and Cancer

- Flexible sigmoidoscopy every 5 years*, or
- Colonoscopy every 10 years, or
- Double-contrast barium enema every 5 years*, or
- CT colonography (virtual colonoscopy) every 5 years*

Tests That Primarily Find Cancer

- Yearly fecal occult blood test (gFOBT)*,**, or
- Yearly fecal immunochemical test (FIT)*,**, or
- Stool DNA test (sDNA), interval uncertain*

* If the test is positive, a colonoscopy should be done.

** The multiple stool take-home test should be used. One test done by the doctor in the office is not adequate for testing. A colonoscopy should be done if the test is positive.

The tests that are designed to find both early cancer and polyps are preferred if these tests are available to you and you are willing to have one of these more invasive tests. Talk to your doctor about which test is best for you.

We have also included for your reference an informational pamphlet on colorectal cancer. Should you have any questions about this pamphlet or colorectal cancer screening tests, please contact us. Thank you for taking time to take care of your health.

Sincerely,

Enclosure: *Colorectal Cancer Screening Brochure*

Reminder Letter to Patient at Average Risk

MAIN STREET MEDICAL

Date

Name

Street

City

Dear (Name):

Colorectal cancer is the second leading cause of cancer death among men and women in the United States. The good news is that this disease can be prevented. Screening tests are vital to preventing colorectal cancer because they can detect precancerous polyps that can be removed easily with routine procedures. Lifestyle changes, such as improving diet and increasing physical activity, can also reduce the risk of cancer.

Like many people, you are at risk for colorectal cancer. I am writing to remind you to call your primary care physician today to schedule a colorectal cancer screening appointment. By getting colorectal cancer screening tests regularly, colorectal cancer can be found and treated early when the chances for cure are best.

Please read the enclosed brochure to learn about colorectal cancer screening. If you'd like to know more about colon cancer and the testing process, I would be happy to talk with you about it further. You can also call the American Cancer Society at 1-800-ACS-2345 or visit www.cancer.org. Whatever your next step, I hope you'll schedule your next screening test soon. It just might save your life.

Sincerely,

Enclosure: *Colorectal Cancer Screening brochure*

Reminder Fold-Over Postcard

MAIN STREET MEDICAL

Date

Dear (Name):

Colon cancer is the second leading cause of cancer-related deaths in the United States, and men and women are equally at risk. The good news is that colon cancer can be prevented or detected early and death from colon cancer can be prevented if screening is done on a regular basis.

Our records indicate that it is time for your annual physical and cancer screening. Please call your primary care physician, at XXX-XXX-XXXX so that you can schedule an appointment at your earliest convenience.

Sincerely,

Letter to Patient at Increased or High Risk

MAIN STREET MEDICAL

Date

Name

Street

City

Dear (Name):

According to our records, you indicated that either you or a family member who is under age 60 has a history of colorectal polyps or cancer. This medical history places you at increased risk for colorectal cancer. Because of this, it is advisable that you have a colonoscopy now.

Colonoscopy is the only method of screening recommended for individuals like you who are known to be at increased risk for colorectal cancer. Even if you had a negative stool blood test or other screening test for colorectal cancer, you still need a colonoscopy.

A colonoscopy is a procedure that must be done by a gastroenterologist or a surgeon at an endoscopy center or hospital. This test will allow a doctor to look inside the entire colon (large intestine) to check for a polyp or cancer.

If you do not have health insurance, please do not let this keep you from getting a colonoscopy. We can assist you with scheduling a colonoscopy or finding a doctor who will see you. Please call _____ to set up an appointment, if you have questions.

If you have private health insurance (Medicare or Medicaid), our office will refer you for a colonoscopy. To obtain the referral, call or take this letter with you to your next doctor's appointment.

Thank you for taking care of your health and following through on this important test.

Sincerely,

Medical Director

Result Letter: Patient Who Has a Positive Screening Result

Note that this letter is for stool blood test, but a similar letter should be sent for patients with positive stool DNA, CT colonography, double-contrast barium enema, or flexible sigmoidoscopy.

MAIN STREET MEDICAL

Date

Name
Street
City

Dear _____,

We wanted to congratulate you on successfully completing the stool blood test. The results of your test for colon and rectal cancer screening showed that you may have blood in your stool and that further testing is needed.

You now need a colonoscopy to look for a possible source of the bleeding and to determine if a polyp or cancer is present. Usually there is no serious problem. If a precancerous growth is found, it can be removed to prevent cancer. However, cancer is one of the potential causes for your bleeding and we want to be very careful to rule out this possibility. A colonoscopy is a procedure that must be done by a doctor at an endoscopy center or a hospital. This test will require that you have anesthesia and will allow a doctor to look inside your entire large intestine to check for a growth or a polyp or cancer. The doctor will explain the colonoscopy results to you after the test.

We can assist you with scheduling a colonoscopy. Please call or visit our office at _____ to obtain a referral or set up an appointment. Also, please take this letter with you to your next doctor's appointment.

Thank you for following up on your health care needs. I am enclosing a brochure that describes colonoscopy. We have a videotape available if you would like to view it.

Sincerely,

Medical Director

Enclosure