INSTITUTE PATIENT REMINDERS
(LETTERS, POSTCARDS, AND TELEPHONE SCRIPTS)

• HIPAA-compliant letters and telephone messages can be modified for your specific clinic's needs. There should be three scripts:

     1. A reminder to come in for testing;

     2. A reminder to send in FOBT/FIT cards;

     3. A notification of negative CRC screening results

TOOL L: SAMPLE HIPAA-COMPLIANT POSTCARDS

Outside of Card

- Fold Line -

Return Address
Practice Name
Address
Address
City, State, Zip

Postage

Patient Name
Address
Address
City, State, Zip