

Letterhead details

Letterhead Logo

Line 1

Line 2

Line 3

Current Date Full

Title Firstname Surname

Address

Suburb

State Postcode

Dear Title Surname,

Re: Root Canal and Crown treatment for tooth

My findings for tooth # suggest that it can be saved though RCT and the placement of a crown. Your tooth's condition is summarised in the diagram here:

*Insert 3D skull current condition here with notes*

Please see below a detailed plan of each stage of your treatment; you are also reminded if you require to bring anything to the appointment:

Case Presentation Label

Phase/Visit Labels/Notes

Fees for your treatment are summarised in the table below. Payment is required at the end of each visit:

Treatment Plan Items

Our reception staff have kindly booked your first appointment on Next appointment date Next appointment time. If you require any further discussion about your treatment plan, please contact me on 02 9523 5568.

Kind regards,

Provider Title Provider Surname