|  |
| --- |
| UR and barcode |

Date

Mr P Patient

00 Primary Street

****Suburb 0000

Need an Interpreter?
 call: (03) xxxx xxxx

Dear [Title] [Name],

**Appointment not needed**

You were referred to the [clinic name] clinic.

Thank you for telling us that you **do not need an appointment** at this clinic.

Your name has now been removed from the waiting list. If you have any questions, please call us on **call us on (03) xxxx xxxx** between **x am – x pm Monday to Friday.**

Yours sincerely,

[Name]
Manager

[Health Service] Specialist Clinics