

Speech Treatment Progress Update

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Progress Update on [Patient's Name]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to provide an update on [Patient's Name]'s speech therapy progress since our last communication.

Progress Overview

[Patient's Name] has shown notable improvements in the following areas:

- Articulation: [Details on articulation goals and achievements.]
- Language Skills: [Details on language development and milestones achieved.]
- Fluency: [Updates on fluency goals and progress.]

Goals for Next Session

In the upcoming sessions, we aim to focus on:

- [Specific goal or target skill 1]
- [Specific goal or target skill 2]

These goals will help [Patient's Name] continue to build confidence and improve communication skills.

Next Steps

I encourage you to continue supporting [Patient's Name] at home with the following activities:

- [Activity 1]
- [Activity 2]

Please feel free to reach out if you have any questions or need further information. I appreciate your support in [Patient's Name]'s journey towards better communication.

Sincerely,

[Your Name]

[Your Title]

[Your Contact Information]