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| **STRICTLY PRIVATE & CONFIDENTIAL**  Name  Address  Address  Address  Address  Address | Akua Agyepong  C/O AMHP Service  3rd Floor, Invicta House  County Hall  Sandling Road  Maidstone  Kent, ME14 1XX    Tel: 03000 415762  Ask for: Akua Agyepong    <<DATE>> |
|  |  |

Dear <<NAME>>

**Re Nearest Relative Kent County Council Appointment/Delegation**

I am writing to inform you that Kent County Council has now been appointed as your Nearest Relative by the County Court (under Section 29 of the Mental Health Act 1983) on <<DATE>>. <<NAME of NO>> will therefore carry out this responsibility on behalf of Kent County Council.

I am writing to inform you that Kent County Council has now been delegated the functions of Nearest Relative under S.24 Regulations of the Mental Health Act 1983 (2008) on <<DATE>>. <<NAME of NO>> will therefore carry out this responsibility on behalf of Kent County Council.

<<NAME of NO>> will make arrangements to visit you every three months in order to keep up to date with your views and circumstances.

Nearest Relative - <<NAME OF NO>>, <<TEAM>>, <<TELEPHONE>>

Please find the enclosed the Nearest Relative Information leaflet, which will explain more about this role. However, should you need any more clarification please don’t hesitate to ask <<NAME of NO>>.

Yours sincerely,

Akua Agyepong

Assistant Director Countywide Services

CC <<NAME of NO>>

<<Name>>, Mental Health Act Administrator

Enc: Standard Nearest Relative Information Leaflet