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| **STRICTLY PRIVATE & CONFIDENTIAL**  **Mrs Akua Agyepong**  **C/O AMHP Service**  3rd Floor, Invicta House  Sandling Road  MAIDSTONE  ME14 1XX | **<<RC NAME >>**  **<<RC ADDRESS>>**  **<<RC ADDRESS>>**  **<<RC ADDRESS>>**  **<<RC ADDRESS>>**  **<<RC ADDRESS>>** |

Dear Mrs Agyepong

**Re Discharge of <<NAME OF PERSON>> <<DOB>> from Guardianship**

I am writing to inform you **<<NAME OF PERSON>>** was detained in **<<NAME OF PRISON>>** prison on **<<DATE>>.** As Guardianship is no longer necessary, I have therefore exercised my right as their Responsible Clinician to discharge them. As you will know this takes place with immediate effect, which was on **<< DATE>>.** Please amend your records accordingly.

Many thanks

Yours faithfully

**<<RC NAME>>**