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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  Email: [MHGuardianship@kent.gov.uk](mailto:MHGuardianship@kent.gov.uk)    <<DATE>> |
|  |  |

Dear <<NAME>>

**RE <<NAME OF Person>> <<DOB>> Your Guardianship Renewal**

I am writing to confirm that as of <<DATE of RENEWAL >> your Guardianship (Section 7 Mental Health Act 1983) was renewed.

Kent County Council will continue to be your Guardian and <<NAME OF AMHP>>, Approved Mental Health Professional will carry out this role and visit you at least every 3 months.

To remind you I have enclosed the information leaflets about:

* **Guardianship**
* **Absent Without Leave (AWOL)**

Even if you have appealed before, you have the right to appeal again and if you would like to, I have given you:

* **A Mental Health Review Tribunal Application Form**

You can have help to make your appeal from <<NAME OF AMHP>>. Or you can also have help from an Advocate and/or a free solicitor. To remind you I have given you the information leaflet about:

* **An Independent Mental Health Advocate (IMHA)**

and if you would like help from an IMHA please contact: **The advocacy people** on:

* **Website:** [Mental Health Advocacy (theadvocacypeople.org.uk)](https://www.theadvocacypeople.org.uk/services/mental-health-advocacy)
* **Phone: 0330 440 9000**
* **Email:** [info@theadvocacypeople.org.uk](mailto:info@theadvocacypeople.org.uk)
* **Text:** 80800, starting message with PEOPLE

I understand from <<NAME OF AMHP>> that <<NAME OF NEAREST RELATIVE>> is still your Nearest Relative. They have also been told your Guardianship has been renewed, and I have given you a copy of their letter. To remind you about the role of your Nearest Relative I have also given you the information leaflet called:

* **Your Nearest Relative**

If you have any questions about your Nearest Relative, then please talk to <<NAME OF AMHP>>.

<<NAME OF RC>>, your doctor will continue to provide you with a review of your needs and decide if Guardianship is still needed to help you.

If you have any questions, please ask <<NAME OF AMHP>> who can be contacted on: <<Email of AMHP>>

<<Tel. of AMHP>>

Yours sincerely

**Akua Agyepong**

**Assistant Director, Countywide Services**

CC << Name of AMHP>>, Approved Mental Health Professional

<<Name of RC>>, Responsible Clinician

Enc Guardianship Leaflet

Absent Without Leave Leaflet

Mental Health Review Tribunal Application Form

Independent Mental Health Advocate Leaflet

Your Nearest Relative Leaflet

Copy of letter to Nearest Relative