**TEMPLATE**

**[Dr X**

**address]**

Dear Patient

**Medical Reports to Social Services and Housing Departments**

Thank you for asking me to help you by supplying a medical report about you. The Kent Local Medical Committee, which represents all NHS general practitioners in Kent & Medway, has made it clear to the relevant Local Authorities that GPs will supply **confidential** medical information directly to the Local Authority’s Medical Officer when asked to do so by the Officer, provided the patient has given consent.

The Council should therefore contact you asking you or your legal representative to complete a consent form. Once this has been received they will then write directly to your GP enclosing the written consent and asking your GP to supply confidential medical information which may be all or part of the medical record.

If you are experiencing difficulties because of your refusal to supply a report, do not hesitate to show this letter to the Local Authority Department or Housing Association.

Yours sincerely