

Template letter 1

To the care home or hospital, requesting that they issue an urgent DoLS authorisation and apply for a standard DoLS authorisation.

[Sender's address]
[Telephone number]

[Name of manager]
[Address of care home or hospital]

[Date]

Dear Sir/Madam,

Re: [name of person/resident] residing at [name and address of care home/hospital]

I write in reference to the above named person who is my [relationship to you], in relation to [his/her] stay in your [care home/hospital].

I am aware that my [relationship to you] has dementia and am concerned that [he/she] does not have the mental capacity to be able to make a decision about the care or treatment [he/she] is receiving at your [care home/hospital].

I believe that [name of person/resident] is being restricted in [his/her] activities to the extent that amounts to a deprivation of [his/her] liberty. My reasons for believing this are [explain your reasons].

Because of this, I am asking that you grant an urgent deprivation of liberty authorisation and request a standard deprivation of liberty authorisation from the supervisory body under the Deprivation of Liberty Safeguards, in accordance with the provisions of the Mental Capacity Act 2005.

If you do not request a standard authorisation from the supervisory body within a reasonable period, I will ask the supervisory body to investigate to see if the way you are treating my [relationship to you] amounts to an unauthorised deprivation of liberty.

I look forward to hearing from you.

Yours faithfully

[Signature]
[Name of sender]