

(Your address)

(Your telephone number)

(Date)

Social work department address

Dear Sir/Madam

I am writing to request a carer's assessment under the Community Care & Health (Scotland) Act 2002. I have been caring for (name and address of the person you are caring for) since (date). S/he is my (mother, husband, friend etc).

(Name of person) needs help because s/he (list the disabilities the person has eg she is 90 years old, has arthritis and is becoming frail). The main things (name of person) needs help with are (having a bath, cleaning, dressing etc).

The main difficulties I have (list the things you need eg a break from caring). Please contact me at the above address or telephone number to let me know when you will be able to carry out an assessment.

Yours faithfully

(your name)

*\*\* Remember you can also ask for a community care assessment of the person you are caring for by adding the sentence ?I would also like to request an assessment for community care services for [name of person you are caring for].*