[**Address of notifying clinician**]

[**Address of patient’s GP practice**]

[**LD liaison nurse address**]

Dear Dr [**named GP or practice partner**] [**Date**]

Re: [**Name of patient**]

 [**DoB**]

 [**NHS number**]

 [**Address**]

I am writing to inform you that [**Name of patient**] has been diagnosed as having a Learning Disability.

This has been assessed as being [(delete as appropriate) **mild** / **moderate** / **severe / unspecified** (provisional diagnostic category for children < 4 years old where more precise categorisation is not possible).]

The evidence for this is [**Details of assessment, e.g. educational psychology assessment, autism assessment etc.**

**This section may also be used for any free text description of the child or young person’s condition.**]

Please can you ensure that this information is flagged in the Electronic Medical Record, and that [**Name of patient**] is included on the practice’s register of patients with learning disabilities.

This will act as a prompt so that reasonable adjustments can be made to ensure that [**Name**] has the best chance of receiving high quality and appropriate health care at all times and in all settings. It will also act as a prompt for annual health checks.

With thanks and very best wishes,

Yours sincerely,