

[Your Practice Name]
[Your Practice Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]
[Date]

[Client's Name]
[Client's Address]
[City, State, Zip Code]

Dear [Client's Name],

I hope this letter finds you well. As we approach the conclusion of your therapeutic journey, I would like to take a moment to summarize your progress and outline the next steps.

****Discharge Summary:****

- ****Dates of Service:**** [Start Date] to [End Date]
- ****Presenting Concerns:**** [Briefly summarize the issues that brought the client to therapy]
- ****Goals Achieved:**** [List the therapeutic goals that have been met during sessions]
- ****Progress Overview:**** [Summarize the progress made, changes observed, and skills developed]

****Continued Recommendations:****

- [Provide any recommendations for continued self-care, additional resources, or support groups]
- [Suggest follow-up appointments if necessary]

I want to commend you on the hard work and commitment you have shown throughout our sessions. Remember, therapy is a process, and it's okay to seek support as needed in the future.

Thank you for allowing me to be a part of your journey. If you have any questions or need further assistance, please feel free to reach out.

Wishing you all the best,

[Your Name]
[Your Credentials]
[Your Practice Name]