

Subject: Request for Mental Health Services Assessment

Dear [Recipient's Name],

I hope this message finds you well.

I am writing to formally request a Mental Health Services Assessment (MHSA) for [Client's Name, if applicable] in accordance with the relevant guidelines and protocols.

[Provide a brief overview of the situation or reason for the request, including any pertinent details that may assist in the assessment process.]

Please let me know if you require any additional information or documentation to facilitate this request. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your support.

Sincerely,

[Your Name]

[Your Position/Title]

[Your Organization]

[Your Contact Information]