

# Advance Care Planning Discussion

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Dear [Recipient's Name],

I hope this message finds you well. I wanted to reach out to discuss the important topic of advance care planning. As we navigate through various phases of life, having a clear understanding of our healthcare preferences can significantly ease the burden on our loved ones.

In our upcoming meeting, I would like us to consider the following key points:

- Your personal values and wishes regarding medical treatment.
- The importance of appointing a healthcare proxy.
- Understanding the different types of advance directives.
- Any questions or concerns you may have about the process.

Having this conversation can be very beneficial. Please let me know your availability, and we can schedule a time that works for you.

Thank you for considering this important aspect of your healthcare planning.

Best regards,

[Your Name]

[Your Contact Information]