

Advanced Care Planning Family Meeting Invitation

Date: [Insert Date]

To: [Family Member's Name]

Address: [Family Member's Address]

Dear [Family Member's Name],

We are writing to invite you to an important family meeting regarding advanced care planning for [Patient's Name]. This meeting will provide an opportunity for us to discuss preferences, values, and future health care decisions that are important to [him/her/them].

Meeting Details:

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location]

It is essential for all family members to participate in this discussion to ensure that everyone's thoughts and wishes are considered. Please let us know if you can attend or if you prefer to participate via phone/virtual meeting.

Thank you for your attention to this important matter. We look forward to your response.

Sincerely,

[Your Name]

[Your Contact Information]