Dear Mr./Ms. Attorney,

Your client, John Doe, has been recommended as a possible candidate for the 47th Judicial District Attorney’s Office Veterans and Mental Health Treatment Pre-Trial Diversion Program. I have included the application, which completely goes through the process and parameters of the program. Please read the application and consult with your client to determine whether he/she qualifies and would like to apply for the program.

If your client would like to apply, please get a signed HIPAA [Health Insurance Portability and Accountability Act of 1996] letter allowing our office and the staffing committee access to your client’s medical records, mental health records, and discussions with his/her treatment provider. If your client does not have a current treatment provider, let me know and we will find an appropriate provider for your client. Once you and your client have filled out the application, procured the HIPAA letter, and gathered records, please either email those documents to our office or drop them off in person for the process to continue.

If you have any questions, please don’t hesitate to call. Thank you for your prompt attention in this matter and thank you for helping our veterans and citizens needing mental health treatment.