

The Payment must be received in advance. Once paid, please allow 6 weeks for your request to be completed.

Please note, reception staff cannot give any further updates once your request has been given to the doctor as is now down to the doctor when this will be completed within the 6 weeks' timeframe. We cannot chase your request with the doctor while they are busy doing other clinics.

Please be advised that if you miss your face to face assessment with the doctor to fill out your forms you will be required to make an advanced penalty payment before a new appointment will be booked.

Unless under special circumstances the notice period for a cancellation/rebooking of your face to face appointment is 24 hours.

Common Fees included but not exclusive to below.

| Service | Cost | VAT | Total |
|--|--------|--------|--------|
| Adoption and fostering medical | £73.86 | £14.77 | £88.63 |
| Army Medical | £65 | £13 | £78 |
| Firearms New license | £85 | £17 | £102 |
| Firearms renewal | £44 | Exempt | £44 |
| Driving Medical (HGV) | £100 | £20 | £120 |
| Insurance forms E.G holiday cancellation | £40 | £8 | £48 |
| Pre-employment exam- E.G. Ofsted | £200 | £40 | £240 |
| Non-attendance for medicals | £180 | Exempt | £180 |
| To Whom it may concern letter | £40 | £8 | £48 |

Any queries on prices please speak to reception.

Davenal House Surgery & Stoke Prior Surgery

Fees & Charges



Charges and why they need to be paid.

The NHS provides most of its services free of charge. Forms such as insurance paperwork and private letter can impact on NHS services that are provided due to the time that GP's and admin staff spend completing these tasks. The British Medical Association provides the guidelines that GP's can charge. We also aim to keep these charges at an appropriate level.

What is chargeable?

There are some forms in which the GP's receive directly from a company such as specialist forms from the Department of Work and Pensions, Insurers and the DVLA. These are often paid by the company directly, they would have made you aware if this charge won't be covered. There are some forms and private letters such as a 'To whom it may concern' letter that would be chargeable to patients directly. There is a chart within this leaflet to breakdown some of these for you. If you have any questions, please feel free to contact reception.

Why do I have to pay up front?

Our GP's have spent valuable time writing letters and completed forms that have not been collected. This time could have been used on our patients care.

I just need a signature!

When a doctor completes any reports/certificates, even the simplest of requests, like a signature on the bottom can take the medical professional a long period of time to complete. It is a condition of the medical register that they only sign what they know to be true. The doctor may need to read large amounts of medical records in order to feel confident they are able to sign it. Carelessness or inaccurate report may have considerable negative effect on you and may have serious consequences on the doctor with the General Medical Council (GMC) or even the police.

Some requests may be rejected by the doctor. Please don't take offence of this. As GPs they may not be able to sign a form if they don't feel that this is in the best interest of you as a patient.

Common requests-

Some requests from patients do not require a doctor's letter. These include Blue Badge letters, passport applications, letters for school exam boards. For example, housing trusts can triage your application if you have any medical issues that could implicate your housing so do not require input from the doctor.

Missing exams at school does not require a letter to confirm sickness or special consideration as per Ofqual (**Office of Qualifications and Examinations Regulation**).

If you really do still require a letter from the doctor, this can be provided, however there will be a charge.

Blue Badge Applications-

Worcestershire County Council will usually get in contact with you if they require any further evidence from the doctors. In this case reception can print a summary of your record which should be sufficient for your application. Useful Website – <https://www.gov.uk/apply-blue-badge>

Confirmation of medication when flying-

The doctor can write a letter stating the medication and equipment you may need to take with you when flying. ~You may need a letter to confirm permission to carry syringes/lancets/needles into the cabin and/or icepacks to store insulin in. Please check with the airline first before requesting this to determine if this is needed before requesting this.

Please see the back page with all the charges and fees.

Contact us-

Davenal House Surgery- 01527 872008

Stoke Prior Surgery- 01527 832423