

## Wareham Surgery Application for Non-NHS Reports and Letters

Please complete Section A and hand it to reception with any documentation which you may require completing. Please note that a fee is payable in advance for all non-NHS reports and letters (see overleaf), **Non-NHS services can take up to 28 days to complete and NHS medical services will always take priority. Completion of all requests is entirely at GP discretion.**

### Section A:

<b>Name:</b>	<b>DOB:</b>	<b>Request Date:</b>
<b>Mobile number:</b>	<b>Consent to SMS: Yes/No</b>	
<b>Email address:</b>		

<b>Details of request:</b>
<b>Who is the letter to be addressed to?</b>

If you are making a claim with your insurance company for cancellation of a holiday due to ill health, please could you provide the following information, failure to provide this information could delay completion of the form.

<b>Date of Holiday:</b>	<b>Date holiday booked:</b>	<b>Date insurance taken out:</b>
<b>Name of doctor who advised you to cancel:</b>		
<b>Condition for which you are claiming:</b>		

Please sign here we may need your consent to complete the application and if necessary, send the relevant medical information to the appropriate company:

<b>Signature:</b>	<b>Print name:</b>

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### Section B

#### *Office use*

#### Payment for Non-NHS Services

<b>Payment due: £</b>	<b>GP:</b>	<b>Payment received date:</b>
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Details of payment must be recorded on the Non-NHS Fee spreadsheet

<b>Lists of our non-NHS charges are as follows (this is not exhaustive)</b>	
HGV / Taxi / Sports Medical (not currently provided at Wareham Surgery – please see website)	NA
Short report / Extract from medical records	£67
Pro forma	£89.50
Detailed report	£133
Employment report	£89.50
Fitness to fly / travel – letter <i>only available if within GP scope of practise</i>	£87
Fitness to fly / travel – examination & report <i>only available if within GP scope of practise</i>	£87-£130
Statement to confirm medication for flight	£25
Holiday cancellation – simple certificate	£44
Holiday cancellation – complicated certificate	£30 - £130
Firearms report	£130
Letter of support e.g., for housing needs/blue badge/bus pass (simple letter) <i>At GP discretion, fee, if due, will be advised before completion</i>	£TBA
Insurance claim certificate	£44
Private sick note – standard	£44
Private sick note - more complicated / extract from records	£86
School fitness to attend - letter	£44
Mental capacity report (at the discretion of the GP) - assessment with the GP	£260
Private prescription	£21.50

### **Why GPs sometimes charge fees**

#### **Surely the doctor is being paid anyway?**

It is important to understand that many of the GPs are not employed by the NHS. They are self-employed and they have to cover their costs – staff, buildings, heating, lighting etc- in the same way as any small business. The NHS covers these costs for NHS work, but for non-NHS work, the fees charged by GPs contribute towards their costs.

#### **What is covered by the NHS and what is not?**

The Governments contact with GPs covers medical services to NHS patients, including the provision of ongoing medical treatment.

In recent years, however, more and more organisations have been involving doctors in a whole range of non-medical work.

Sometimes the only reason that GPs are asked is because they are in a position of trust in the community, or because an insurance company or employer wants to ensure that information provided to them is true and accurate.

#### **Examples of non-NHS services for which GPs can charge their own NHS patients:**

- Accident and sickness certificates for insurance purposes
- School fee and holiday insurance certificates
- Reports for health clubs to certify that patients are fit to exercise.

#### **Do GPs have to do non-NHS work for their patients?**

With certain limited exceptions, for example a GP confirming that one of the patients is not fit for jury service, GPs do not have to carry our non-NHS work on behalf of their patients.

Whilst GPs will always attempt to assist their patients with the completion of forms, for example for insurance purposes, they are not required to do such non-NHS work.

#### **Why does it sometimes take my GP a long time to complete my form?**

Time spent completing forms and preparing reports takes the GP away from the medical care of his or her patients.

Most GPs have a very heavy workload and paperwork takes up an increasing amount of their time, so many GPs find they have to take some paperwork home at night and weekends.

#### **I ONLY need the doctor's signature – what is the problem?**

When a doctor signs a certificate or completes a report, it is a condition of remaining on the Medical Register that they only sign what they know to be true.

In order to complete even the simplest of forms, therefore, the doctor might have to check the patient's entire medical record. Carelessness or an inaccurate report can have serious consequences for the doctor with the General Medical Council (the doctor's regulatory body) or even the police.

#### **What can I do to help?**

Not all documents need a signature by a doctor, for example passport applications. You can ask another person in a position of trust to sign such documents free of charge.

Do not expect your GP to process forms overnight. Urgent requests may mean that a doctor has to make special arrangements to process the form quickly, and this will cost more.

For more information, visit the BMA website: <https://www.bma.org.uk/advice/employment/fees/why-gps-charge-fees>