

**PRIVATE REQUESTS FOR GP SERVICES**

**(LETTERS / FORMS ETC)**

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| **Please note there may be a minimum charge of £15.00 (+ VAT) for this service****(a full list of charges appears overleaf)** |
| Patient Name: |
| Date of birth:  |
| Request Details [for instance who should letter be addressed to / what and why the form needs to be completed etc. Please give as much detail/information as possible] |
| When is the letter required byDate: | *Please note that a minimum of twenty working days’ notice is required. Doctors receive numerous requests for private letters and forms, therefore we are unable to guarantee that your letter will be ready by the requested date* |
| **Patient Consent** |
| I consent to the release of medical information as detailed above. |
| Signed: |
| Date:  |
| Please return to somccg.dpfinance@nhs.net or hand in to Reception. Please ensure all relevant documents are returned with this form. |
| Reception use only: Date given to Claire or Kate By (name PRINTED): |



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| **Service Provided** | **Charges** |
| **Certificates/Reports/Letters** | **Fee** | **VAT (20%)** | **Fee including VAT** |
| To Whom It May Concern Letter/ Private Letter including fitness to attend and fit to fly | £15.00 | £3.00 | £18.00 |
| Housing letter / Blue Badge support letter | £15.00 | £3.00 | £18.00 |
| Insurance Forms (no examination) | £36.00-£72.00 | Exempt | £36.00-£72.00 |
| Validation of private medical insurance (PMI) claim form or completion of a pre-treatment form | £36.00-£72.00 | Exempt | £36.00-£72.00 |
| Shotgun/Firearms Application/Renewal | £40.00 | £8.00 | £48.00 |
| Childminder / OFSTED health declaration form  | £80.00 | £16.00 | £96.00 |
| Lasting Power of Attorney Assessment (plus consultation)For two  | £100.00£150.00 | £20.00£30.00 | £120.00£180.00 |
| Private vaccinations/meds | Refer to Dispensary Manager |
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| **Examinations** |  |  |  |
| HGV/PSV/LGV/Taxi/Jockey/Sports | £80.00 | £16.00 | £96.00 |
| Private medical examination | £80.00 | £16.00 | £96.00 |
| Private Consultation (10 mins) | £40.00 | £8.00 | £48.00 |
| Insurance / Private Examination | £130.00 | £26.00 | £156.00 |
| Private blood test/investigations | Refer to Clinical Information Manager |
| Adoption / Fostering Forms/Medical | £80.00 first form£40.00 extra forms | £16.00£8.00 | £96.00 £48.00  |
| **Travel Immunisations** |
| We do not currently offer any travel vaccinations outside of those offered free by the NHS. You need to contact an alternative travel clinic.  |

**VAT No. 978727450**

**(VAT currently 20%)**