**Insurance and private work request form**

Patient name………………………………………………………………… Date of birth……………………………..

Home number………………………………………… Mobile number…………………………………………...

We offer a text messaging service. You will be sent reminders for your appointments and we may text you about other health matters like when your form has been completed. Please tick here if you would NOT like to receive text messages

Who it needs to be addressed to : …………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Information about request: (please include as much information as possible to avoid delay):   
**A Doctor can only write a report based on facts and information from your medical record. It is important to detail specific information you want to be included and if possible this will be included in the report.**

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**Please note –** This is private work and not provided through the NHS. Please allow 4-6 weeks for us to complete your request. There will be a charge for the work that is completed; a copy of the fees is attached to this request form. We require a **non-refundable** £10 deposit from patients prior to work being completed. You will either receive a call or a text to inform you that your request has been completed and is ready to collect.

Please tick here if you would like to see a copy of your report/letter before it is sent

You are signing to consent that where applicable we may release your medical records or medical information in relation to the above request.

Signed……………………………………………………………………………………… Date………………………………..

Receptionist taking the request……………………………………………………………………………………………..  
Deposit of £10 taken  If not, reason …………………………………………………………………………….

GP Fees for Non NHS Services

**Adoption and fostering**

Form AH – Health assessment, prospective carer

Form AH2 – Health assessment, parent

**Medical examinations**

HGC/LGV/PSU/PCV/Coach/Bus/Taxi

Elderly driver report (without examination)   
Elderly driver report (with examination)

Pre-employment examination and report

**Miscellaneous**

Bus pass form

Council tax exemption form

Private prescription

Simple letter/certificate

Complex letter/certificate (2 or more pages)

Full medical report

Private sick note

Copy of results etc.

Child-minder OFSTED health declaration form

Shot Gun licence

Power of Attorney (Examination and certificate)

Copy of medical records (electronic record only)

Copy of medical records (paper record)

Seat belt exemption (medical)

Seat belt exemption (without medical)

**Travel**

Fitness to travel certificate

Holiday cancellation certificate

£80

£30

£120

£50

£80

£120

£10

£10

£20

£15-20

£35

£50-75

£15

50p per sheet

£35

£50

£120

£10

£10-50

£120

£50

£30

£30