**Threeways Surgery Policy**

**November 2016**

**Temporary Patient Requests**

The length of time that a patient is intending to reside in an area dictates whether a patient is registered as a temporary or permanent patient. Patients should be offered the option of registering as a temporary resident if they are resident in the practice area for more than 24 hours but less than 3 months.

*Patient Registration; Standard Operating Principles for Primary Medical Care (General Practice)*

**On the grounds of patient safety, however we do request the following:**

**Request for Prescriptions**

We kindly ask that you contact your ‘registered’ practice to obtain supplies of your medication. Most practices can arrange for your prescription to be sent electronically to a nominated local pharmacy in your chosen area (EPS).

Medication that is taken regularly (including but not exhaustive):

Diabetes

Asthma

Contraceptive Pill

Blood Pressure

Mental Health

**Appointments**

Depending on the nature of the problem we may ask you to be reviewed by the locally pharmacist or to attend the walk in centre for the treatment of minor illness (including but not exhaustive):

Coughs

Colds

Back pain

Flu Vaccinations

If the nature of the problem requires GP or nurse intervention we aim to offer you an appointment within 3 working days of making contact with the surgery. We do not operate a walk in facility.

**Complex Medical Problems**

If you have a complex medical problems and are having ongoing treatment on the grounds of patient safety we would kindly ask you to register with the practice as a ‘regular’ patient as this will allow us to have access to your full medical records to support your care.

Referrals to secondary care will be delayed if you register as a temporary patient and concern that some medical correspondence will be lost across surgeries.

**Dressings / Wound Care**

The surgery will assess the length of time needed for wound care during your temporary stay. You may be referred to our district nurses or be asked to attend the walk in centre if there is no availability at our practice for an appointment.

**Travel Vaccinations**

The surgery will assess the vaccinations needed for travel during your temporary stay over the telephone. You will need to provide the nurse with your travel vaccination history. You may be referred to non NHS travel vaccination services. There is a fee for most travel vaccines

**Patient Name: Date of birth:**

**Signed:**

**November 2017 review due**