

**West Leeds Travel Vaccination Clinic (Hillfoot Medical Practice)****Reception Workflow**

Patient telephones surgery regarding Travel Advice....  
Is the travel within 8 weeks?

**YES**    **NO**

Patient needs to attend a private travel clinic.

**SF Screening and Vaccination Service**

Woodhouse Medical Practice, Cambridge Road,  
Leeds, LS6 2SF  
0113 295 3510    [www.sfvaccinations.co.uk](http://www.sfvaccinations.co.uk)

Superdrug Stores

Midway Pharmacies

Patient needs to fill out travel form. If it is a family everyone needs a separate form and will need to return them as soon as possible.

**We cannot go ahead without a form for each person.**

Once Travel Forms have been returned, scan onto patients notes, book 10-minute telephone appointment for each patient in the (enter name of clinic) in the PCN Booking Platform

**\*Patient does not need to present\***

PCN Lead Nurse contacts patient/family to book in a 20-minute appointment for travel advise and to administer travel vaccinations.

**What do we offer: Tetanus, Diphtheria and Polio Booster**

**Hepatitis A**

**Typhoid**