# **Leeds student Medical Practice**

# **Practice Information**

4 Blenheim Court, Blenheim Walk, Leeds LS2 9AE Telephone: 0113 295 4488 Open: 08:00 to 18:30 Monday to Friday 09:00 to 12:00 Saturday and Sunday



Leeds Student Medical Practice is a modern friendly practice whose mission is to fulfil the health needs of students and their families in Leeds.

### **SHOULD I SEE A DOCTOR OR NURSE?**

Nurses can provide: blood pressure checks, cervical smears, Chlamydia testing, contraception advice, contraceptive pills/patches/injections, emergency contraception, dietary advice, ear syringing, health care checks, immunisations, sexual health advice, stitch/staple removal, travel advice, urine testing, weight management, wound dressings.

# **SAME DAY TELEPHONE APPOINTMENTS** – Available Monday to Friday from 8.00am

Same day telephone appointments are available to book via telephone.

- Same day appointments are limited and allocated on a first come first served basis
- Weekend appointments are bookable in advance; please contact reception for more information
- You will not be able to choose which doctor or nurse you see, but you should let Reception know if
  you prefer to be seen by a male or female and we will try to make sure that your preferences are
  considered.
- IF YOU NO LONGER WANT OR CANNOT ATTEND AN APPOINTMENT, PLEASE TELEPHONE AND CANCEL IT SO THE TIME CAN BE OFFERED TO ANOTHER PATIENT.
- We will send you a SMS (text) reminder one working day before booked appointments. (You can respond to this text if you would like to cancel this appointment)

### **NHS APP**

If you're a patient at our practice you can now use the new NHS App, a simple and secure way to access a range of NHS services on your smartphone or tablet. You can use the NHS App to check your symptoms and get instant advice, order repeat prescriptions, and view your GP medical record and more. If you already use other online access providers you can continue to use it. You can use the NHS App as well. For more information go to, www.nhs.uk/nhsapp

#### WHEN THE SURGERY IS CLOSED

The surgery is open from 8:00am to 18:30pm Monday to Friday and 09:00am to 02:00pm Saturday and Sunday. You can obtain medical advice and health information 24 hours a day from NHS UK by telephoning 111 (free from landlines and mobiles), or visiting their web site <a href="https://www.nhs.uk">www.nhs.uk</a>

# **JOINING US**

You can join our practice by following the process on our web site's Register page. To register you should be; a higher education student, (or their partner or child), AND live in any University accommodation in Leeds OR private accommodation in postal areas LS1 to LS7, LS16 South of the Ring Road, Marsh Lane and Regent Street areas LS9, LS10 up to M1 junction at Hunslet Road and Dewsbury Road. Please tell Reception if you prefer to register with a specific doctor. We have access to translation services.

# **SERVICES AND FACILITIES**

We provide a range of clinics covering the following areas: travel, cervical smear tests, minor surgery, diabetes, maternity services, asthma, child health surveillance, contraception, and sexual health LSMP welcomes all those that are eligible to register with us. LSMP aims to offer an inclusive service for all our patients to ensure good health outcomes and to treat all our patients as individuals.

#### **SURGERY FACILITIES**

We have car parking for patients to use while they are attending the surgery. There is wheelchair access to all rooms, and suitable toilet facilities on all floors. We have a lift to give access to upper floors. There is a hearing-aid induction loop in reception. If you require confidential advice or information from Reception a private room is available.

### REPEAT PRESCRIPTIONS

If one of our doctors has arranged a repeat prescription for you, and the review date has not expired, then you may request this via an online app. Prescriptions can be collected one full working day after request directly from the pharmacy. Sorry, we do not take prescription requests by telephone. Patients registered for EMIS Access can use the Internet to request their repeat prescription items (click the Access menu button on our website for full details).

# **TEST RESULTS**

These are available over the phone via reception. They will not be released to anyone else.

#### **NON-NHS FEES**

Certain services are not included on the NHS. These include private medical examinations, private sick notes, letters to third parties, tests requested for employment and travel purposes, doctor's signatures on official documents, and some vaccinations. Please check when you hand such requests to us, whether a fee will be payable. A full list of private fees is available at Reception.

# SUGGESTIONS, COMPLAINTS, AND PATIENT'S RESPONSIBILITIES

If you have any comments, suggestions, or complaints about any aspects of the way we work, the Practice Manager will be happy to discuss them. We have a formal complaint procedure in line with national guidelines. Our aim is to treat you with respect, care, and courtesy, we ask that you do the same. Patients who are abusive or violent will be removed from our list and will be made alternative arrangements for their healthcare.

# **CHANGE OF ADDRESS**

It is important that you inform us promptly if you move to a new address, or change your telephone number. You can also fill this out online by clicking <a href="here">here</a>. Likewise, please inform any hospital if you are under their care, or awaiting an appointment.

#### CONFIDENTIALITY

All information you give to anyone in this Practice is considered to be confidential. Where personal data is stored electronically we adhere to the requirements of the Data Protection Act. In the course of everyday patient care and administration your data may be shared (in confidence) with specific NHS organisations, for more detail see our Data Protection Notice in the surgery, or our Advice to Users web page. All employees have access to patient data in relation to their role, and have signed a confidentiality agreement. For details about the Access to Medical Records Act, and the Freedom of Information Act see the Advice to Users link on our website.

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