

Private (non NHS) Services: Letter or Certificate Request

Patient Name	
Date of Birth	
<p>Request Details</p> <p>Please provide detailed information regarding what you want to be included in the letter including who the letter is addressed to.</p> <p>We aim to complete all private work within 14 working days</p>	
<p>Indicative Fees</p> <p>You will be contacted to confirm the price based on your specific requirement</p>	<p>Indicative Work and Prices</p> <ul style="list-style-type: none"> • Private Medical Certificate (e.g. to cover absence from work) • Private letter (e.g. to whom it may concern, fitness to travel, attend gym) • £50 (One Page) and £20 (each additional page)
Fixed Fees	<p>Private DVLA Form (Taxi/HGV)</p> <ul style="list-style-type: none"> <input type="checkbox"/> £120 <input type="checkbox"/> Must have Opticians Page completed <input type="checkbox"/> Must provide proof of identity and BP/height/weight
Payment	Total/Method of Payment (Bacs/Cash):
Office Use	Staff Initial then Scan and generate EMIS Task to PW Team:

- I understand the paid fee(s) are not refundable unless the work is not undertaken.
- I enclose details from myself/relevant parties detailing precisely what information is requested & why.
- I understand, any amendments to any document produced will occur an additional fee of £10
- I understand you will only be able to include in your report, information which is already on my medical record.
- I understand that this report does not guarantee any success in any application or email I choose to use it to support.
- I understand the GP may choose not to undertake this work at all, as this is not an NHS service.
- I understand that I may provide feedback about this service directly to your practice manager as the NHS complaints procedure does not apply.

Signature Date:

Carepoint Practice – Healthcare for the Whole Family