# **DOCTORS**

		GENDER
Dr Gordon Gibbons	MBChB(1994), GPwSI	M
Dr Stuart Vas	MBChB(2003),MRCP,DGM,MRCGP	М
Dr Matthew Teesdale	MBChB(2008),MRCGP	M
Dr Abbie Morley	MBChB(2007),MRCS,DFSRH	F
Dr J Breeze	MBChB(2012)MRCGP,DRCOG	M
Dr Katharine Rivett	MBChB(1997),MRCGP	F
Dr Rachel Langley	MBChB(2007),DFSRH,DRCOG	F
Dr Laura Pope	MBChB(2010),MRCGP	F
Dr Kathryn Smith	MBChB(2010)	F
Dr Laura Martin	MBChB(2017)	F
Dr Mehroz Ali	MBChB(2015),MRCGP(2024)	M
Dr Parkes Bowen	MBChB (2018), MRCGP	F

# **PRACTICE NURSES**

		GENDER
Kerry Gaskell	Registered Nurse	F
Angie Watmough	Registered Nurse	F
Victoria Porter	Registered Nurse	F
Lyndsey Crossland	Registered Nurse	F
Jess Murphy	Registered Nurse	F
Natalie Noble	Registered Nurse	F

# **HEALTH CARE ASSISTANTS**

	GENDER
Paula Fisher	F
Rachel Todd	F
Alex Acheson	F
Kelly Dean	F
Sue Smith	F

# **MANAGEMENT**

		GENDER
Donna Parker	Business Manager	F
Jaran Craig	Systems Manager	M
Neil Short	Dispensary Manager	M
Alex Tyas	Finance Manager	M

Melanie Furniss	Office Manager	F
Sarah Errat	Administration Manager	F
Gail Fower	Reception Manager	F

#### WELCOME TO PENISTONE GROUP PRACTICE

We are a GP training practice and aim to provide the highest quality of care. We will ensure that patients are treated promptly and efficiently by friendly and sympathetic staff.

#### **HOW TO REGISTER**

The practice covers Penistone and its surrounding villages. Please check the map on the 'Registrations' page to see if you live within the practice area. You can register as a patient with the practice by requesting a registration application form from reception or using our online registration system.

#### LIST OF SERVICES PROVIDED BY THE PRACTICE

Chronic disease management
Lifestyle management
Family planning & sexual health
Maternity care
Minor surgery & joint injections
Immunisations
Smoking cessation
Teenage health
Travel advice & vaccinations
Well baby & child immunisations clinic
Addiction services
Womens' Health
G.P. Specialist Clinics

## PENISTONE SURGERY CORE OPENING TIMES

Monday to Friday 8.00a.m. - 6.30p.m.

Please note that all our surgeries are closed for training purposes on the 2nd Thursday afternoon every month from 1:00p.m.

See notices in the surgeries and on the website, <a href="www.penistonegrouppractice.co.uk">www.penistonegrouppractice.co.uk</a> , for latest dates).	

#### PENISTONE APPOINTMENTS

#### Appointment times available at Penistone Surgery

	Morning	Afternoon
Monday	08:30 – 12:50	14:00 – 17:50
Tuesday	08:30 - 12:50	14:00 – 17:50
Wednesday	08:30 - 12:50	14:00 – 17.50
Thursday	08:30 – 12:50	14:00 – 19:20
Friday	08:30 – 12:50	14:00 – 17:50

The surgery operates an appointment-only system and appointments can be made by telephoning 01226 762424 Option 1 ,asking at the reception desk or using the <a href="NHS app">NHS app</a>.

Branch surgery appointments can be booked by phoning the main surgery at Penistone on 01226 762424 Option 1 or in person at the branch surgeries. These cannot be booked online or via the app.

If you cannot keep an appointment, or if you are going to be late, it is your responsibility to inform the surgery. If you attend late, it may not be possible to be seen by the doctor and it may be necessary to arrange another appointment.

## **Urgent Requests**

All urgent cases will be seen on the same day. Please contact the surgery on 01226-762424

## **HOME VISITS**

Home visits are available for patients who are unable to attend surgery. To request a home visit, please contact the surgery on 01226-762424 before 11a.m. whenever possible.

## TRIAGE AND TELEPHONE ADVICE

During surgery hours a telephone advice service is available from the doctors and the nurses.

## **BABY CLINICS**

Baby clinics are held at Penistone Surgery. Please telephone reception at Penistone to make an appointment.

#### **TEST RESULTS**

Test results may be requested from reception after 11a.m. Results will only be given to the patient, unless prior written authorisation has been given to disclose details to a third party. Test results can also be viewed via the <a href="NHS App">NHS App</a>.

#### **GENERAL OFFICE**

The general office secretaries deal with enquiries about hospital referrals. The administration team deal with medicals and insurance reports.

The general office is open Monday to Friday from 8.30am to 4.30pm.

## **OUT OF HOURS**

In the case of an emergency when the surgery is closed, please ring NHS 111.

Alternatively contact <a href="IHEART">IHEART</a> can be contacted on <a href="01226-242419">01226-242419</a>, their phone lines are open from <a href="01209">4:00pm - 6:00pm on Monday to Friday</a> and from <a href="01209">8:00am - 9:30am on Saturday</a>, Sunday and Bank Holidays

## **INTERNET ACCESS**

www.penistonegrouppractice.co.uk

You can make and cancel appointments and order your repeat prescriptions via the Internet You can also sign up to have secure online access to your medical records.

Please contact the surgery or ask at reception for further details on registering for this service. You will be asked to provide verifiable identification (i.e. passport, UK photo driving licence etc).

## NAMED ACCOUNTABLE G.P.

All patients will have been allocated a named G.P. who will have overall responsibility for the care and support that our surgery will provide. These new arrangements do not prevent patients seeing any doctor of their choice within the Practice.

Patients who have a preference for a specific named G.P. should contact the Practice where every effort will be made to accommodate their request.

#### REPEAT PRESCRIPTIONS AND DISPENSARY

We run a repeat prescription service for patients who are taking medication regularly. This is based on a 28-day prescription, Repeat prescriptions are dealt with by our Dispensary staff.

#### **DISPENSARY OPENING HOURS AT PENISTONE SURGERY\***

Monday	08.30 - 18.30
Tuesday	08.30 - 18.30
Wednesday	08.30 - 18.30
Thursday	08.30 - 18.30
Friday	08.30 - 18.30

<sup>\*</sup>Please see sections on Branch Surgeries for Dispensary opening hours at Silkstone and Thurgoland.

There are a number of ways to order your prescriptions:-

- Drop your repeat slip in at the surgery.
- Order your repeat prescription via the Internet. Please ask at reception for details.

Please allow 2 full working days between ordering your prescription and collection (this allows time for queries to be resolved).

If you live more than 1 mile (1.6km) from a pharmacy, you can collect your medication from the dispensary in either our Penistone surgery or the branch surgeries at Thurgoland or Silkstone.

If you live within 1 mile (1.6km) of a pharmacy, statutory regulations mean that we cannot dispense your medication at the surgery. The prescription must be presented to a pharmacy instead.

Please note: the dispensary at Penistone closes every Wednesday between 12.30p.m. and 14.30p.m.

Urgent medication requiring a prescription out of surgery hours should be requested from the out of hours deputising service (see "Out of Hours").

We offer a delivery service to your home address for housebound patients only. Please contact dispensary for more details.

## **SILKSTONE BRANCH SURGERY**

# Silkstone Health Centre, High Street, Silkstone, Barnsley S75 4JN Telephone 01226-794911

There are dispensary services available at this site Telephone 01226-794911 GP & Nurse services are available by appointment only.

You can book your appointment by the following methods:-

- 1. By telephoning Penistone main surgery on 01226-762424 Option 3
- 2. In person at Silkstone surgery
- 3. Via NHS App

#### **SILKSTONE OPENING TIMES**

	Morning	Afternoon
MONDAY	8.30 -11.30a.m.	Closed
TUESDAY	Closed	Closed
WEDNESDAY	8.30 - 11:30a.m.	Closed
THURSDAY	Closed	Closed
FRIDAY	8.30 - 11.30a.m.	Closed

## THURGOLAND BRANCH SURGERY

## Roper Lane, Thurgoland, Sheffield S35 7AA Telephone 01142 837000

There are dispensary services available at this site, Telephone 0114-2837000 between 10a.m. & 12p.m. GP & Nurse Services are available by appointment only.

You can book your appointment by the following methods:-

- 1. By telephoning Penistone main surgery on 01226-762424 Option 3
- 2. In person at Thurgoland surgery
- 3. Via NHS App

## **THURGOLAND OPENING TIMES**

MONDAY	08.30 – 12.30	13.30 – 18.30
TUESDAY	08.30 – 12.30	13.30 – 18.30
WEDNESDAY	08.30 – 12.30	13.30 – 18.30
THURSDAY	08.30 – 12.30	13.30 – 18.30
FRIDAY	08.30 – 12.30	13.30 – 18.30

#### **SUGGESTIONS**

Suggestions and feedback can be provided by using our website or alternatively, if you prefer, write to the Business Manager.

## **COMPLAINTS**

If you wish to make a written complaint, please address it to the Practice Complaints Manager. We will acknowledge it within 3 working days and follow up with a full response.

## PATIENT RIGHTS AND RESPONSIBILITIES

#### **Choice of Practitioner**

Patients are registered with the practice rather than individual GPs. However, you may ask to be seen by a practitioner of your choice.

#### **Data Protection**

Under the Data Protection Act 1998 we are obliged to keep your data confidential. Practice staff are required to treat your information in the strictest confidence. Failure to do so can result in dismissal.

We undertake medical research at the Practice and use anonymous data analysis. If you object to your data being used in this way, please write to the Business Manager who will ensure your data is not used.

#### **Equal Opportunities**

The Practice aims not to discriminate on the grounds of age, creed, disability, gender, race or sexuality.

#### Violent or Abusive Patients

For everyone's benefit, we do not accept violent or abusive behaviour. Anyone who is abusive to any member of staff or any other patient may be removed from our patient list. Anyone who is violent or causes damage or indulges in criminal behaviour against the Practice will be removed from the list immediately and reported to the police.

## **FREEDOM OF INFORMATION ACT**

The practice complies with the Freedom of Information Act 2000. Information is available on request from the Business Manager.