

# Meddygfa Waunfawr

## Registering as a Patient with a General Practitioner Practice

This practice accepts patients who have moved into, or are living in our catchment area.

### **Registration Forms and Proof of Identity and address**

To register as a patient you will need to complete a GMS1W registration form and also provide your NHS number as well as identification and evidence that you permanently live at an address in our practice area for a settled purpose (acceptable Identification Documents are listed below).

Individuals wishing to register with the practice temporarily, whilst away from their permanent UK address will also need to provide full details of their usual doctor and surgery. We may need to contact your usual doctor as part of any treatment we provide you with and will need to forward them details afterwards, to ensure your medical records remain up-to-date.

Please provide us with a daytime contact number in addition to your home telephone number as there may be times we need to make contact with you promptly during opening hours. It is a requirement that any changes in personal details such as name, address, contact telephone numbers etc are communicated to the practice promptly.

All newly registered patients are required to be seen by the practice nurse for a routine assessment, before their registration is completed.

If you move to an area outside of the practice boundary you will need to register with a new practice more local to your new address, a 28 day notice letter will be given.

<b>Name Identification</b>	<b>Address Identification</b>
<ul style="list-style-type: none"><li>• Current Signed Full Passport</li><li>• Current UK Photo Driving Licence</li><li>• Blue Disabled Drivers Pass</li><li>• Current HMRC tax Notification eg. PAYE coding, statement of account (P45's &amp; P60's are not official HMRC documents)</li><li>• Shotgun or Firearms Certificate</li><li>• Travel documents issued to foreign nationals granted permission to remain in the UK</li><li>• Residence permit issued by the Home Office to EU nationals</li><li>• EU/EEA members state identity card</li></ul>	<ul style="list-style-type: none"><li>• Current UK Driving Licence</li><li>• Recent Utility Bill</li><li>• Local Authority tax bill for current year</li><li>• Credit/Store card Statement</li><li>• Mortgage Statement</li><li>• Local Council Rent Card</li><li>• Tenancy Agreement</li><li>• Solicitor's Letter confirming recent purchase of the property</li><li>• A letter from your bank manager confirming your residential address to be validate and correct to support any internet produced / printed bank statement produced</li></ul>

Children under the age of 16 years whose Parent/Guardian is registered with the practice/ registered at the same time will need to provide either

- Original Birth Certificate or a certified copy
- Current Signed Full Passport

### **Entitlement to NHS Treatment**

Please note that this practice adheres to the following guidance:

Entitlement to free NHS treatment is on the basis of **residency** regardless of any previous national insurance or tax contributions and irrespective of whether you are a UK passport holder. Holding an NHS number does not indicate that NHS treatment is free of charge.

**Proof of identity and address are required** (as described above).

### **UK Residents**

If you have established a main residence within our [practice area], you are entitled to request to be permanently registered with the practice as an NHS or private patient.

### **UK Citizens living abroad**

If you live abroad for most of the year you are not entitled to continue to be registered with this practice. Anyone leaving the UK with the intention of living abroad for a period of 90 days or longer must notify the practice of this in advance. If you fall ill when returning on a visit you are entitled to emergency care, if this is deemed necessary by the Practice under a temporary NHS GP registration. Please also see below if you are a resident in an EEA country.

### **EEA Residents**

If you do not have a main residence within our practice area you are entitled to “any necessary care” for chronic conditions including routine monitoring of existing conditions. This includes the following types of GP healthcare services for ongoing conditions, - Blood Tests, Blood Pressure checks, Routine Maternity Care, Cholesterol checks, Insulin, Oxygen, Renal Dialysis and Warfarin Tests. Visitors will need to produce their European Health Insurance Card. For the purpose of this guidance, visitors from elsewhere in the UK can be included within the category.

### **Overseas Visitors**

These are not patients resident in an EEA country and not residents of countries that hold bilateral healthcare agreement with the UK.

If you do not have a main residence within our practice area you do not qualify for free GP NHS treatment at this practice and cannot register with the practice as an NHS patient but you may register privately. The only exception to this is if you need emergency or immediately necessary treatment, which is provided free of charge and you may then be registered as a temporary NHS Patient. The GP will decide if your condition falls into this category to allow a temporary NHS registration to be made. However, you may always be treated as a private patient by registering with the GP practice as a private patient and agreeing to pay the necessary charges in advance of the treatment.

### **Registered Asylum Seekers**

Are entitled to free GP NHS services, subject to production of evidence, for the entire term of the application process, including any appeals. Any Person who has achieved refugee status is also entitled.

### **Hospital Services**

Please note that certain hospital services may be chargeable to Overseas Visitors. Please refer to the “BESTI Cadwaladr University Health Board” patient information leaflet which advises on hospital services which are free or chargeable for overseas visitors. Also, the leaflet lists the EEA and countries that hold bilateral healthcare agreements with the UK. This leaflet is available from your GP Practice receptionist.

### **What Happens Next**

- We will ask you to attend for a New Patient Check with the Practice Nurse or Health Care Assistant. This check will ascertain your current personal and medical details to ensure we have all relevant details available as soon as possible
- Please bring all current medication / prescription list with you
- Children Under 16 Years of age - please bring list of all up to date immunisations
- Once this has been undertaken your full registration application will be processed and application made to recall any medical records from your previous surgery – this may take up to 6 weeks