

Harcourt Medical Centre

Registration Policy

Person with responsibility for reviewing this policy: Mrs S Kuczera

Date of review 28 03 2017

Date of next review 28 03 2019

As an established city centre partnership we are happy to receive applications to register with a GP in the practice from any resident who has a permanent address within our practice area.

To enable us to process your registration you will be asked to complete a GMS1 form and a New Patient Questionnaire to enable us to manage your care.

When registering you will be asked for proof of residence within our practice area i.e. a utility bill and a photo ID i.e. a photo driving licence or passport. We will be happy to take photocopies for you, if you prefer us not to we will be happy to have sight of the documentation and make a note in our records.

You may be asked to meet the doctor before registering.

If you are already registered with a GP surgery within our practice area please attach a letter to your application registration detailing the reason why you wish to move surgery.

If you are a patient of No Fixed Abode we would be pleased to review the above criteria to prove identification.

Please note we have a Zero Tolerance Policy on unreasonable and aggressive behaviour.

We look forward to being of service to you and your family.

March 2017