

The Castle Practice - Non-NHS Fees and Charges

There is a policy on the provision of non-NHS reports, which indicates when the practice will provide such reports. Please ask reception for a copy if required.

If the practice does agree to provide a report, a fee will be charged based on the complexity and time incurred in producing the report. This may or may not be covered by the organisation requesting the report. There is an indication of the fees we charge below, but these are only indications, as some reports are more complex and take more time.

Fees in general are based on an hourly rate of £280.

Urgent requests may incur a surcharge.

A decision made by the practice on providing a report and the fees is final.

	Notes	Fees and Charges
Internal Certificates and Forms (Patient to pay fee)	For example, • Travel Cancellation forms • Fitness to Travel • To Whom It May Concern Letters – Housing, Educational Institutions, Childminders, Employer • Shotgun Licence	To be arranged as per complexity and time taken – MINIMUM flat fee of £70.
External Medical Examinations and Reports (Company to pay fee)	For example, • Lasting Power of Attorney • Employment Medicals/Reports • Insurance Medicals • GPR forms – L&G, Aviva, Scottish Widows, Inuvi, Vitality • Capita PIP • DVLA • Fostering Medicals	To be arranged as per complexity and time taken.
Access to Medical Records (Patient to pay fee)	Some access requests are free under current legislation. However, some requests and in particular repeated requests are subject to fees. There is a practice policy on access to medical records.	Based upon admin fees of paper and ink. Indication - 15p per sheet printed.