**Cradley Surgery**

**Out of Area Patient Policy**

**and**

**Application Form to Register as Out of Area Patient**

Cradley Surgery has a clear catchment boundary. If a person or family live outside this boundary and wish to register at Cradley Surgery they are legally entitled to do so as long as the following criteria can be met.

1. The decision to accept the patient on to Cradley Surgery’s list rests with Dr. Patsy Dye. Where she feels that the patient’s medical needs, including the requirement for team working, referrals, medication and any other clinical issues will not be best served by accepting the patient on an Out of Area basis she may decline their request.
2. The patient must present at the surgery at regular intervals for the monitoring of routine medication or long term illnesses, and distance is not a reason for non-compliance with this condition.
3. The patient will NOT be visited at home under any circumstance. If he/she wishes medical care from us they must come to the surgery. If a visit is required at any time, the legal responsibility for arranging that rests with the Clinical Commissioning Group who will make the necessary arrangements for this to happen.

This may be difficult and time consuming for the patient at a time when they will be feeling ill or there is anxiety or worry.

They will need to phone 111 and identify themselves as an Out of Area patient registered at Cradley Surgery.

There will be no room for flexibility with this condition.

1. If the patient’s new address is less than 1 mile in a straight line from a chemist then we will not be able to dispense medication to them and they will be issued with a prescription to take to a chemist. This is a nationwide policy that we have no control over.
2. If the medical situation changes, a patient can be asked to change GPs
3. Students attending boarding school or university will not be allowed to register as Out of Area patients. It is the view of the Local Medical Committee nationally, that students are best served registered near their university or school and seen on a Temporary Resident basis when ‘at home’.

**Application Form to Register as Out of Area Patient**

I have read and understood the Cradley Surgery Out of Area Policy and wish to apply to register with the surgery as an Out of Area Patient.

I will accept the decision of the surgery to decline my application if they feel my medical needs would not be best met by this arrangement.

I will present at the surgery, regularly, for monitoring of routine medications and long term illnesses.

I understand and accept that I will not be entitled to receive home visits from the surgery and should I ever require a visit that this will have to be arranged through the CCG or by telephoning 111 and identifying myself as an Out of Area registered patient at Cradley Surgery.

I understand that should my medical situation change then I may be asked to change GPs.

Name …………………………………………………………………..

Signature …………………………………………………………………..

Address …………………………………………………………………..

Telephone Number …………………………………………………………………..

Mobile …………………………………………………………………..

Date ………………………………………………………………….

Cradley Surgery Use Only

Address changed on EMIS  (staff initials \_\_\_\_\_)

Address changed on Lloyd George Notes  (staff initials \_\_\_\_\_)

Read Code 912N added to Care Record (on date form signed)  (staff initials \_\_\_\_)

Alert added to say “OOA Patient – No Visits”  (staff initials \_\_\_\_\_\_)

OOA Patient List ammended, dated, copy to Reception  (staff initials \_\_\_\_\_\_)

Address within 1 mile of chemist?  NO – leave as Dispensing

YES – change EMIS Registration  (staff initials \_\_\_)

Form scanned  (staff initials \_\_\_\_\_\_)