



## HOW TO REGISTER AS A PATIENT

### This leaflet will explain:

- The system for registering as a permanent patient at Westongrove
- Why we have this system
- How it will help you

### The System

When you first enquire about registering the receptionist will ask where you are currently living and check that you reside within the catchment area of the practice. Each practice has a catchment area agreed with Buckinghamshire Primary Care Trust, to ensure that we can provide a range of services including home visiting within a reasonable timescale to all of our patients. You will then be asked to complete the relevant forms that enable us to register you as a permanent patient at the surgery, these include:

GMS1 form

Practice health questionnaire

Alcohol questionnaire form

***We also ask for, but cannot insist, for proof of address ie a utility bill, bank statement etc and photo ID, ie passport or drivers licence, and EHIC card if from an EU country.***

If you have recently moved to the UK from abroad (regardless of nationality) we may require further proof of intended residency in the UK.

The relevant forms are available from the reception desk. You can register online following a link available on our website [www.westongrove.com](http://www.westongrove.com). Please provide as much information as possible.

Once your forms have been submitted we require up to fourteen days to process the information – this may change due to staffing levels. If you need to see the doctor urgently, you may be asked to register as a 'temporary' patient in the interim (see 'How to register as a Temporary Patient' leaflet).

Once your details are entered onto our system, your notes are automatically requested from your previous surgery.

We advise all new patients who are on 3 or more medications to make a routine GP telephone appointment as soon as one is available. The GP will do a medication review with you to ensure there is no delay to your medication ordering.

## **Why we have the system**

The system allows us to obtain the relevant contact and medical information we need, to request notes from your previous surgery and to provide you with local health care. We also have to follow Department of Health regulations regarding registration and patient residency.

## **How it will help you**

You will have access to medical care within a reasonable distance of your home.

If you need further clarification please contact

Internet [www.westongrove.com](http://www.westongrove.com)

Wendover Health Centre, Aylesbury Road, Wendover, Bucks HP22 6LD.

Tel 01296 623452

Aston Clinton Surgery, 136 London Road, Aston Clinton, Bucks, HP22 5LB

Tel 01296 630241

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