

SGMC / CMC FEES FOR NON-NHS REQUESTS (September 2024)

Certificates/ Form /Declarations	Standard certificate or statement of fact	Standard certificate or statement of fact If wanted within 10 working days	Complex letter or certificate
Letter to Whom it may concern	£30	£50	£90
Firearms Report based on Medical Records	£40		
Private Prescription (without private appointment)	£25		
Fitness to Travel / Study/ Work/ To Exercise	£50		£80
Fitness for special activities (without medical) i.e. scuba diving, parachute jump etc	£50		£80
Forms (Holiday Cancellation Insurance Form, Accident forms, BUPA etc)	£70		£115
School / University / Camp America letter	£50		
School Appeal letter	£50		
Blue Badge (with information taken from electronic records)	£30		

Medical Reports without Examination	Standard certificate or statement of fact	Complex letter or certificate
Reports Based on Medical Record (Prospective subscriber Private Medical Insurance)	£100	£115
Insurance Company GP Supplementary Report (Prospective subscriber Private Medical Insurance)		£30- £40 per question
OFSTED Health Declaration Form for Childminders		£90

Medical Reports with Examination	Medical Examination and Completion of Report
Insurance HGV / Diving / Pilot / LGV /PCV /Taxi / - Examination and Report	£150
OFSTED Childminder Medical	£110
Adoption Medical – (Appt up to 1Hr long book at least 30mins)	£110
Enduring Power of Attorney and Examination at Surgery/home	This service is not offered
Verification of Capacity/Certificate Provider for Insurance/ Wills	This service is not offered

Copies from Medical Records	Fee
Medical notes, reports or individual pages provided as PDF document	£0 (unless excessive)

Clinical	Fee
Non– NHS Blood Tests (excluding pathology costs)	£30 + Lab Costs (POA)
Non – NHS appointment (DNA, swab, bloods etc with Practice Nurse)	£70 + Lab Costs (POA)
Recording of ECG	£65
Report on ECG findings	£65

Why we charge for the completion of private forms and letters

Stoke Gifford and Conygre Medical Centres form an NHS practice. Patients often ask doctors to write letters, complete and sign medical forms or supply medical information to third parties. This work is not covered by the NHS contract and classed as Private work- this is completed in the Doctor's own time and Doctors are entitled to charge for providing this service.

Please hand in any forms/letter requests at reception- please do not make an appointment to complete this paperwork as the doctor will be unable to do so during surgery.

All requests are completed at the discretion of the practice. In order to complete or just sign even the simplest of forms the doctor may have to check a patient's entire medical record. We will contact you to advise the payment amount before completion.

NHS consultations with unwell patients must take priority over non-NHS work and forms. Private letters are unlikely to require medical urgency and so please allow 30 days from receipt of payment for your form to be completed. However, there may be a delay when there is a high number of requests or a doctor is absent from the practice and we will advise you if delays are expected.