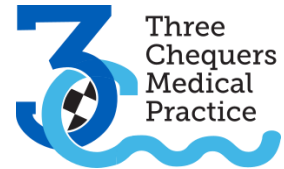


Three Chequers Medical Practice incorporating:

Endless Street Surgery
Three Swans Surgery
Winterslow Surgery
Porton & Old Sarum Surgery



Three Chequers Medical Practice

72 Endless Street
Salisbury
SP1 3UH

T: 01722 336441

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www.3chequers.co.uk

1st Invitation for your Long-Term Condition and Medication Annual Review

Dear Patient,

Your Long-Term Condition and Medication Annual Review is due next month.

We care for 24,000 patients, 40% of which have a Long-Term Condition or a Medication that needs to be monitored or reviewed on annual basis. We have created a mechanism to invite patients in line with their birth month to ensure we can provide this service to our patients alongside other urgent and acute medical care.

Your initial invitation will be sent via your preferred method of communication, any subsequent invitations will be sent to verified methods of communication recorded on your medical record. If we write to you with an invitation, please contact the Practice by telephone to make an appointment. If you receive an SMS or Email, please use the link provided to book an appointment. We only have a limited number of appointments each month, therefore it is vital that you respond to your invitation and **make an appointment within your birth month** to ensure your tests are completed and reviewed before we invite the next group of patients.

Part 1:

This is your 1st invitation to make an appointment in your **birth month** with a Healthcare Assistant or Phlebotomist who will perform different tests and examinations which are relevant to your condition or medication. The appointment types that you may be sent an invitation link for are:

- Blood test only (*5 minutes*)
- Blood test and blood pressure (*15 minutes*)
- Annual Review Appointment (*20 minutes*)
- Diabetic Review Appointment (*30 minutes*) – *you will need to have a foot check so we recommend you wear socks and easily removable shoes*

When you attend your appointment, please bring with you a fresh early morning urine sample (in a correct urine pot - which you can pick up from any of our surgeries). Whilst visiting the surgery, please use the Blood Pressure machine in the waiting room to take a reading (a disposable sleeve is available on request), the result should be given to a member of the Reception team who can add to your medical record.

These appointments are in high demand so, if you cannot attend your appointment, please cancel as soon as possible online or by sending an email at least 24 hours before your appointment so that we can offer your appointment to another patient. We have noticed a significant increase in the amount of patient who miss these appointments which is a waste of valuable clinical time that other patients desperately need.

Partners: Dr Jeremy Howell · Dr Craig Kyte
Dr Michele Giorgi · Dr Helen Drayson · Dr Timothy Moody
Dr Peter Moody · Dr Hannah Clarke · Dr Daniel O'Sullivan

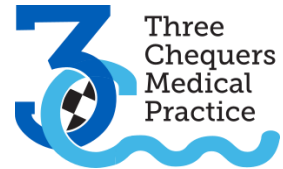
Three Chequers Medical Practice Registered Address: 72 Endless Street, Salisbury, SP1 3UH

T: +44 (0) 1722 336441 E: three.chequers@nhs.net W: www.3chequers.co.uk

Register for Systmonline - The services are open **24/7/365** and can be accessed from your home PC, Tablet or Mobile phone

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It is important to attend your appointment so we can ensure your condition is properly controlled and managed. If you run out of your repeat medication and have not had a review, we will have difficulty re-authorising your repeat medication. Your medication **may be stopped** should you decline our invitation as we require up-to-date results to ensure we can prescribe safely.

Questionnaires

In addition to your appointment you may be sent a link to complete a health questionnaire that is relevant to a condition, treatment or medication. They are as follows:

- Contraceptive pill check
- Hormone Replacement Treatment review
- Medication review (DRUM)
- Asthma monitoring

Once you have completed this, the information is filed and stored onto your medical record.

Part 2:

Your results and medication will be reviewed by one of the following clinicians:

- GP
- Paramedic
- Advanced Nurse Practitioner
- Pharmacy Technician

If your results are satisfactory, your medication will be re-authorised until your birth month the following year and your annual review is complete. If the clinician feels it is necessary they may choose to contact you to discuss a care plan.

Contacting you

We contact our patients via text message and email to offer or confirm appointments, give out results, to ask patients to contact the surgery and if we need to contact you quickly. If we do not have your latest mobile phone number or email address, then please send us an email or update the receptionist at your nearest Three Chequers Medical Practice branch at your earliest convenience.

We do not give your contact details to any third parties and do not use your numbers for any promotions or sales.

Your sincerely,

Administration Team

Three Chequers Medical Practice

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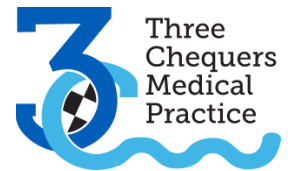
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