

**Tennant Street Medical Practice
Request to Register – Patient Information**

The Practice is committed to providing high quality services to all of our patients. We aim to be responsive to your needs and respect your privacy and dignity. We need you to help us achieve this.

We ask that all of our patients accept that they have certain responsibilities:

- That all requests for emergency same day treatment are made for genuine medical reasons where assessment or treatment should not be delayed. We will always see young children on the same day that you call and patients with emergency/urgent medical needs that day, but you may experience a wait.
- That home visits are only requested for patients that are housebound or terminally ill, or where their medical condition makes attending the Practice impossible.
- Upon invitation, attend our nurse led Clinics if you suffer from a long term condition eg heart disease, diabetes, asthma. Please let us know if you are unable or unwilling to attend.
- Remember you are responsible for your own health and the health of your children. We will provide professional help and advice, please act upon it.
- If you are unable to make an appointment you have booked, please let us know so that we can cancel the appointment in time that we can make it available to another patient who might need it.
- If you are going to be late, please contact us, we may be able to rearrange your appointment to a more convenient time. If you arrive more than 10 minutes late, then the Doctor or Nurse may be committed to seeing other patients and you may be asked to reschedule your appointment.
- It is important that you let us know if you change your name, address or telephone contact numbers.
- That you treat GPs and Practice staff with courtesy at all times. We operate a Zero Tolerance Policy against threatening, aggressive or violent behaviour and any form of discrimination. If this policy is not adhered to you will be removed from the Practice list.

We will always respect the confidential nature of your medical record, however we work with hospital doctors and other nurses and health care professionals to provide your care and we therefore need to ensure that they also have access to the necessary information about your medical history. We therefore recommend that you confirm your agreement to us sharing information in this way.

You do however have the right to change your mind regarding sharing your information at any time. If you decide you either wish to opt-in for your record being shared or opt-out you should inform your GP or nurse or a member of the Reception team.

If you are happy to accept these responsibilities please sign and date this letter, then complete the registration form attached and hand it to the receptionist.

Name.....

Signature.....

Request to Register Questionnaire

In order to register you must provide 1 photo ID and 2 proofs of address for identification purposes

Date of request			
Full name			
Address			
Home telephone number			
Mobile telephone number			
Email address			
Date of birth			
Place of birth			
Name and address of previous GP			
Reason for changing GP			
Have you ever been refused registration at another GP practice? If yes please give reason			
Have you ever been removed from another practice list? If yes please give reason.			
Address(es) in the last 12 months if different from above			
What is your ethnic origin?			
Do you have special requirement we need to consider? (eg literature in large type, interpreter services, housebound etc)			
Are you on regular repeat medication? If yes, please attach a list from your previous surgery	Yes	<input type="checkbox"/>	
	No	<input type="checkbox"/>	
Do you want access to on-line services to order repeat prescriptions?	Yes	<input type="checkbox"/>	
	No	<input type="checkbox"/>	
Do you consent to us sharing your medical records with other health care professionals involved in your care? Please note you can change your mind about this decision at any time.	Yes	<input type="checkbox"/>	
	No	<input type="checkbox"/>	
Do you consent to us using your mobile number to communicate with you via text message for appointment reminders and health campaigns? Please note you can change your mind about this decision at any time.	Yes	<input type="checkbox"/>	
	No	<input type="checkbox"/>	
Are you interested in joining the Patient Participation Group?	Yes	<input type="checkbox"/>	
	No	<input type="checkbox"/>	

Drs BONAVIA, BERRY, SMITH, GREEN, FALCUS, GANDHI, FORD & MAITLAND

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SURGERY HOURS
By appointment only

Sleeping tablet, Benzodiazepine, Opiate and Gabapentinoid policy

In conjunction with advice from NICE and our local Medicines Optimisation Team, and in line with current good medical practice, Tennant Street Medical Practice is unable to continue to prescribe long term prescriptions for sleeping tablets [zopiclone, temazepam etc] or benzodiazepines [diazepam (Valium) etc and will undertake regular review and scrutiny of substances liable to create dependence/addiction or subject to abuse to ensure safe prescribing in line with local safety guidance and prescribing recommendations (benzodiazepines, hypnotics, gabapentinoids, opiates).

For benzodiazepines and hypnotics:

This means that we will not be commencing patients [or new patients] on any of these drugs. If you are already on these drugs, you may be supported through a quick withdrawal, but long term prescriptions will not be provided.

We will be working with our current small number of patients who are taking such medication to support and facilitate their withdrawal where possible and appropriate.

This is because:

- With time the body adapts to these drugs and they become less effective [tolerance develops] but side effects remain the same.
- Taking them for long periods can worsen anxiety and clumsiness
- These drugs may cause drowsiness, clumsiness and confusion. You may not be safe to drive or operate machinery and the DVLA should be informed as there is an increased risk of road accidents.
- They may lead to falls [and fractures] particularly in elderly people
- They may cause poor concentration, forgetfulness and problems with memory. This may be mistaken for dementia, and indeed they may contribute to dementia
- These drugs are addictive.
- Indeed the benzodiazepines are now classified as "Controlled drugs" by the licensing authorities due to concerns about their safety.

For opiates and gabapentinoids:

These medicines will be prescribed in accordance with clinical need, tolerance and effectiveness and in line with National and Local prescribing guidance. Although medication continues to have a place in the management of persistent pain, it is no longer considered appropriate to continue the approaches indicated for acute (eg cancer) pain, in the management of persistent pain. Exercise, weight reduction, physiotherapy and psychological therapies are equally important.

- Reduction regimes may be considered as shown in the Wales Medicines Partnership Educational Pack or for opiates in line with the Faculty of Pain Management Opiates aware resource –

(<https://www.fpm.ac.uk/faculty-of-pain-medicine/opioids-aware>) or by using schedules recommended in a current edition of the BNF/SPC where available (gabapentinoids)

- The risk of harm substantially increases with doses equivalent to over 120mg of morphine sulphate per day, particularly sedation, constipation, overdose and dependency, and we may offer support for tapered reduction where risk outweighs benefit.
- Certain opiates will only be prescribed if recommended by a specialist (eg; fentanyl lozenges, tapentadol)
- Escalating doses of gabapentinoids will only be prescribed if there is clear clinical improvement, doses over and above maximum licensed dose will not be prescribed.
- Replacement prescriptions will not be issued.

We realise that some patients may struggle to stop or withdraw from their sleeping tablets, benzodiazepines, opiates or gabapentinoids, but as responsible prescribers, we do not feel it is safe to continue to issue the medications without check. If you have any queries or concerns, please contact the practice pharmacist or contact the practice to make a telephone appointment with your usual GP.

Yours faithfully

Dr Iain Bonavia [Senior Partner] on behalf of all the partners at TSMP.