



Fees made in line with BMA Fee Finder guidance

These standard charges are considered to be for normal and routine non-NHS services carried out by Fochabers Medical Practice. They are subject to adjustment either way on a case-by-case basis depending on the situation and actual time and effort involved in the preparation and delivery of the service.

Practice Manager | Fochabers Medical Practice | 12 High Street | Fochabers | IV32 7EP | 01343 820247

## DVLA

Ser	Service	Charge	Remarks
1	Drink Driving	£100.00	
2	DVLA Blood Test Only	£39.00	
3	Medical	£100.00	
4	Medical HGV / PSV	£100.00	

## Employment

Ser	Service	Charge	Remarks
5	Asbestos Medical Examination (A)	£50.00	Agreed prior to examination
6	Asbestos Medical Examination (B)	£75.00	Agreed prior to examination
7	Asbestos Medical Examination (C)	£100.00	Agreed prior to examination
8	Asbestos Medical Examination (D)	£125.00	Agreed prior to examination
9	Certificate of Incapacity	£45.00	
10	Childminder Health Form	£91.00	
11	Employment Medical	£100.00	
12	Extract Record (No Examination)	£67.00	
13	Full medical with report	£80.00	
14	NHS Employee (Prospective)	£55.00	
15	Pre-Employment Medical - (Full)	£100.00	With Report
16	Report (No Examination)	£80.00	Per 30 Minute session
17	Report and Opinion	£100.00	
18	Report on Pro Forma	£89.50	

## First Aid

Ser	Service	Charge	Remarks
19	Training First Aiders	£177.50	Per hour
20	Training First Aiders Examination	£177.50	Per hour
21	Training First Aiders Mileage	£0.56	Per mile

## Gender Recognition

Ser	Service	Charge	Remarks
22	Gender Recognition	£80.00	Medical Report pro forma

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Ser	Service	Charge	Remarks
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## Government

Ser	Service	Charge	Remarks
23	Community Service Cert of offenders who fail to attend	£40.60	Scotland only
24	Extract from Records	£48.40	
25	Medical Examination and report in surgery	£135.20	eg 45 mins
26	Report on pro forma	£61.90	eg 20 mins
27	Report written	£94.15	eg 30 mins
28	Session	£560.00	eg 3 hours
29	Work in Surgery	£186.20	Indicating time where appropriate
30	Work out of surgery	£188.30	Up to 2 hours
31	Work out of surgery	£94.15	Up to one hour
32	Work out of surgery	£282.45	Three hour session
33	Work out of surgery - Certificate	£19.80	No time element involved

## Insurance

Ser	Service	Charge	Remarks
34	GP Report for insurance applicants	£104.00	
35	GP supplementary reports	£27.00	

## Medical Records

Ser	Service	Charge	Remarks
36	Access to Medical Records	£50.00	
37	Court Exemption	£25.00	
38	Extract from Record - Solicitor	£67.00	
39	Power of Attorney Certificate - GP Attendance	£95.00	
40	Power of Attorney Certificate - Non GP Attendance	£80.00	GP Not in Attendance
41	Report - Written without Examination	£133.00	
42	Report on Pro Forma	£89.50	No Examination
43	Solicitor copy charge	£0.50	per sheet to a maximum of £50
44	Solicitor Postage	£5.00	
45	Solicitor Report with additional Information	£80.00	

## Medico-Legal

Ser	Service	Charge	Remarks
46	Certificate - Accident	£45.00	
47	Certificate - Cremation Form 4	£82.00	Incurrs charge 57.5p per mile
48	Certificate - Cremation Form 4 Mileage	£0.57	
49	Certificate - Cremation Form 4 Mileage	£0.57	
50	Certificate - Cremation Form 5	£82.00	Incurrs charge 57.5p per mile
51	Certificate - Insurance	£45.00	Patient
52	Certificate - Sickness	£45.00	

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Ser	Service	Charge	Remarks
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## Miscellaneous

Ser	Service	Charge	Remarks
53	Administration	£15.00	Per Half hour
54	Blood Group (Private)	£50.00	Includes Laboratory costs
55	Certificate - Sports Medical	£45.00	
56	Certificate - Sports Medical (With Examination)	£50.00	
57	Disabilty Living Allowance (DLA)	£55.00	
58	Document Request Turnaround 01: < 7 Days	£30.00	
59	Document Request Turnaround 02: 7 - 13 Days	£20.00	
60	Document Request Turnaround 03: 14- 20 Days	£15.00	
61	Document Request Turnaround 04: 21 - 27 Days	£10.00	
62	Electrocardiogram (ECG)	£45.00	
63	Flu Vaccination (Private)	£30.00	
64	Hepatitis B Result (Copy)	£12.00	
65	Home Visit	£60.00	
66	Housing Department Report	£25.00	
67	Kinship / Fostering	£35.00	
68	Letter - Discretionary	£10.00	
69	Letter Stating Fact	£18.00	
70	Letter Stating Fact (Complex Certificate)	£45.00	
71	Medical Information (Routine)	£25.00	
72	Mental Health Act Section	£80.00	
73	Mileage	£0.25	Per mile
74	Pacemaker Removal	£75.00	
75	Postage (Documentation)	£5.00	Covers cost of postage and time taken to post
76	Postage (Quotation)	£1.00	Standard Class Envelope
77	Report - Simple	£25.00	
78	RTA Emergency Treatment	£21.30	Per person treated
79	RTA Emergency Treatment Mileage Allowance	£0.41	Per mile
80	Services (Undisclosed)	£50.00	
81	Shotgun Licence Certificate	£25.00	
82	Sick Note (Private)	£25.00	
83	Spirometry	£45.00	
84	Treatment	£30.00	
85	Working with Children Under 8	£91.00	

## No Charge

Ser	Service	Charge	Remarks
86	Certificate - Bankruptcy	£0.00	
87	Certificate - Coroners' Council Tax Exemptions	£0.00	
88	Certificate - Coroners' Post Mortem	£0.00	
89	Certificate - Death	£0.00	

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Ser	Service	Charge	Remarks
90	Certificate - DWP	£0.00	
91	Certificate - Notification of infectious diseases	£0.00	
92	Certificate - Paternity	£0.00	
93	Certificate - Professional evidence in court	£0.00	
94	Certificate - Stillbirth	£0.00	
95	Certificate - To establish unfitness for jury service	£0.00	
96	Holders of EHIC	£0.00	Travel
97	Vaccination for Travel Abroad	£0.00	Travel

## Seafarer

Ser	Service	Charge	Remarks
98	ENG 1 Seafarer Medical Exam	£80.00	
99	Medical Referee (per Review)	£280.00	
100	Medical Referee for attending casework meeting	£400.00	

## Travel

Ser	Service	Charge	Remarks
101	Fitness to travel Certificate / Letter	£45.00	
102	Freedom from Infection	£45.00	
103	Holiday Cancellation Certificate and Report	£45.00	
104	Holiday Cancellation Certificate and Report (Long)	£55.00	
105	Holiday Cancellation Exam and Report	£45.00	
106	International Certification of Vaccination	£18.00	
107	Passport Form / Photograph	£17.00	
108	Prescription (Private Issue)	£25.00	
109	Private Consultation	£30.00	Per 10 minute consultation

## Tribunal

Ser	Service	Charge	Remarks
110	Mental Health Review	£469.00	Medical Members
111	Tribunal Appointments	£345.00	Medical Members

## **Administrative Guide to fees for non-NHS services**

Practice administrative staff must:

- Check all relevant paperwork is provided
- Formal notification of the doctors proposed fee and any further terms and conditions relating to the completion of the report should be communicated and agreed by both parties
- Check that the patient has signed consent if appropriate
- Log the arrival of the document in the practice system
- Search patient notes and marry up with the information request
- Allocate to the GP
- Once the report has been completed ensure copies are made and kept within the Practice record system
- Make diary entry or bring forward date to post completed report
- Complete payment claim form, log date of postage or report to relevant authority
- Chase the payment if appropriate
- Receive either payment schedule from requesting authority and reconcile with bank statement, or receive payable order or cheque and arrange banking.

GPs must:

- Assimilate contents of request, confirm patient consent has been granted to divulge if in order, and ascertain whether or not the Access to Medical Reports Act, Data Protection Act or Access to Health Records Act, applies
- Read all GP notes, hospital letters and laboratory results contained within the patient record - this is to ensure, as far as possible, that the facts they certify in a report or certificate are correct.
- Produce an appropriate response, either in writing, typed directly onto electronic report template, or by dictatio. Check and sign the final draft. Once signed, the report and any manual notes held should be returned to the administrator for copying and filing.