

## CLINIC SERVICES

The following services are available at the surgery:

- Ante-Natal Services
- Cervical Cytology
- Child Health Surveillance and Childhood Vaccinations
- Flu (influenza) and Pneumococcal Vaccinations
- New Patient Health Checks
- NHS Health Checks
- Palliative Care
- Travel Vaccinations
- Health Promotion
- Long Term Condition Monitoring
- Minor Surgery

We are not a training practice or participating in a supervisory medical role at present.

## PATIENT PARTICIPATION GROUP

Our Patient Participation Group works to improve communication between the practice and its patients, to ensure the services we offer meet the needs of all patients. We are always looking for enthusiastic people to join the group, share ideas on how services could be changed or improved, and be involved in making those changes - for the good of the patients and the practice.

If you are interested in getting involved, or would like to find out more, please ask our reception team for details.

## CATCHMENT AREA

The practice covers the following area:  
Sherburn Village, Sherburn Hill, Pittington, Littletown, Shadforth, Shincliffe, Ludworth, Gilesgate, Belmont, Carville, Framwellgate Moor, Haswell Moor Farm, West Rainton, Sherburn House, Croxdale, Bowburn, Pity Me

## HEAD OFFICE

William Brown Centre (1st Floor)  
Manor Way, Peterlee  
Co. Durham SR8 5TW

## CHIEF EXECUTIVE

Greg Moorhouse

## CHIEF OPERATING OFFICER

Emma Brough

## DIRECTORS

Dr David Anderson, Glenn Carroll, Brian Hunter,  
Phil Young, Marie-Claire Young

## PRACTICE STAFF

*Practice Manager*  
Nicola Greenwood

*Trainee Practice Manager*  
Aimee Gorton

*Office Manager*  
Gill Jarvis

*Clinical Team*  
Dr A Farley  
Dr N Stirk

Tracey Dalby ANP  
Gillian Downey ANP

Joanne Manuel Practice Nurse

Kate Thirlaway Practice Nurse

Shaun Matthews Trainee Nurse Associate

Nicola King HCA



**NHS**  
Providing NHS services



## Belmont Surgery

Broomside Lane , Durham DH1 2QW

Tel: 0191 300 9661

Fax: 0191 386 0592

Email: [NDUCCG.A83014-eds@nhs.net](mailto:NDUCCG.A83014-eds@nhs.net)

## PRACTICE OPENING TIMES

Monday, Tuesday, Thursday and Friday

8.15am-6.00pm

Wednesday 7.00am-1.00pm

Closed Bank/Public Holidays

[www.IntraHealth.co.uk](http://www.IntraHealth.co.uk)

Trusted to provide quality healthcare

Services provided by IntraHealth on behalf of NHS England  
[www.england.nhs.uk](http://www.england.nhs.uk)

## BOOKING APPOINTMENTS ACTIVE SIGNPOSTING

When contacting the practice to book an appointment a member of the reception team will ask a set of specific questions, this is to ensure you are directed to the most appropriate person.

Appointments are available 2-4 weeks in advance to book.

You can express a preference to see a particular clinician and we will try to comply with your request. However due to availability of doctors this may not always be possible.

## URGENT APPOINTMENTS

The practice offers urgent appointments with both the GP or the Advanced Nurse Practitioner, which are bookable on the day.

## ARRIVING LATE FOR AN APPOINTMENT

Please ensure that you arrive on time for your appointment or you may be asked to re-book.

## CANCELLING APPOINTMENTS

Please notify the practice as soon as possible if you cannot attend your appointment, so that it can be offered to another patient.

## HOME VISITS

If you require a home visit from a doctor, please inform the surgery **before 11.00am**. Home visits should only be requested when the patient is too ill to attend the practice. The GP or nurse will phone you first to assess the problem before visiting.

## CONSULT OUR DOCTORS ONLINE

Our eConsult service will let you:

- Request advice and treatment from our practice online
- Get self-help advice for hundreds of common conditions

Please visit [www.intrahealth.co.uk](http://www.intrahealth.co.uk) and click on our practice drop down.

## HOW TO RECEIVE MEDICAL HELP WHEN THE PRACTICE IS CLOSED

### Ring: NHS 111

If you need medical help fast and it is not a 999 emergency, you can call 111. It is available 24 hours a day, 365 days a year. Calls are free from landlines and mobile phones.

### 999 Emergencies

For immediate life-threatening emergencies, please call 999.

## PATIENT CONFIDENTIALITY & DATA PROTECTION

The practice is compliant with the Access to Medical Records Act 1990 and the Freedom of Information Act 2000. It is registered under the Data Protection Act 1998.

It also conforms to the Common Law Duty of Confidentiality and adheres to the NHS Code of Practice when sharing information between Professionals in support of patient care.

## COMPLAINTS

We always aim for high standards. If you have any complaints please let the staff know so that we can help you. There is also a copy of the Complaints Policy available in reception.

## CHANGE OF DETAILS

If any of your details change (i.e. your name, address or contact number), **please inform the surgery as soon as possible.**

## REPEAT PRESCRIPTIONS

Patients requiring repeat medication will be given a repeat order form which will enable them to re-order their prescriptions in the following ways:

- Calling into the practice
- Via SystmOnline

Please ask at reception for further details.

## REGISTERING AT THE PRACTICE

IntraHealth operates an **open list policy**. Registering or changing doctors is easy and takes only minutes. Please call into the practice or register online via our website.

## DISABLED ACCESS

The practice is fully accessible to users and provides a disabled toilet facility, disabled access platform and disabled parking bays.

## CARERS SERVICE

If you care for a relative or friend, please inform the practice as we may be able to help you access other local support services.

There is Carers information available in our Reception Area and in our waiting rooms.

## CHAPERONE SERVICE

Trained chaperones are available to support you during intimate examinations. Please ask the doctor/nurse for this service.

## REMOVAL OF PATIENTS

We operate a **Zero Tolerance Policy** on verbal and physical abuse. Any patient who commits an act of violence or behaves in a threatening manner to staff will be removed from the practice list.

## AMPLE FREE PARKING