

# St. Luke's Medical Centre

## Practice Registration Policy

St. Luke's Medical Centre complies with the Gloucestershire countywide registration policy and procedure.

We do not discriminate in the registering of new patients on the grounds of race, gender, social class, age, religion, sexual orientation, appearance, disability or medical condition. Refusal to accept an application to register will not be made without reasonable grounds e.g. the patient is not entitled to free NHS services or lives outside the Practice area.

Everyone seeking registration will be required to demonstrate they are entitled to free NHS treatment. All new patients will be required to provide identification and proof of address. We accept those who are entitled to free NHS services as permanent patients if they normally reside within our practice area or as temporary patients if they are visiting within our practice area.

Immediately necessary treatment may be provided without proof of entitlement to NHS services but the patient's records will be noted that no identification has been seen and the patient will be asked to bring proof the next time they attend the surgery. Only minimal short term prescribing will occur until identification is provided. The practice may also contact a patient's previous GP (or current GP in the case of temporary residents) for example if proof of identification is not provided or controlled drugs are requested.

If a patient repeatedly fails or refuses to provide identification or if staff have concerns over any patient (identified or otherwise), they may contact the Local Counter Fraud Specialist (LCFS). Contacting the LCFS does not breach the Data Protection Act: section 29 (3) allows for the release of information for the prevention and detection of crime.

Everyone seeking registration will be provided with a registration pack.