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**Your Named GP**

**Allocation of a Named GP upon Registration**

When you register as a patient with Quantock Vale Surgery, you are allocated a named GP who will have overall responsibility for the care and support that our surgery provides to you. You will be informed who that named GP is in the "New Patient Pack" that you are given when you register. The fact that you have a named GP does not prevent you from seeing any GP in the practice but, for consistency of care, we encourage you to make appointments with your named GP.

**Details of Your Named GP**

If at any time you are unsure who your named GP is, please ring us or ask at reception and one of our team will be happy to confirm who it is.

**Changing Named GP**

If, during the time you are registered at our surgery, you wish to change who your named GP is, we will ask you to confirm this request in writing and state the reason for making the request. (You may complete the form set out below by way of a written request to change your named GP. If the issue is sensitive, please ask to speak to the Practice Manager). This is because - to ensure it is in your best clinical interests to change GP and to maintain safe and appropriate GP list sizes - your request will be discussed with the GP who you are currently registered with and the GP who you wish to change to. They will be asked whether or not they agree to the request. If they don't, they will state the reason for declining your request and you will be told this. We will endeavour to provide you with a response to your written request for change of a named GP within 7 days of receiving the request. Once again, we stress that whoever your named GP is will not prevent you from seeing any GP in our surgery

If, at any time you have any queries, regarding your named GP do not hesitate to ask one of our reception team who will be happy to help.

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**Request for Change of Named GP**

<b>DATE OF REQUEST</b>	
<b>PATIENT'S FULL NAME</b>	
<b>PATIENT'S DATE OF BIRTH</b>	
<b>NAME OF GP CURRENTLY REGISTERED WITH</b>	
<b>NAME OF GP WOULD LIKE TO CHANGE TO</b>	
<b>REASON FOR REQUESTING CHANGE OF NAMED GP</b>	

Signed:..... Printed name: .....

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Internal Use Only:

<b>DATE REQUEST REC'D</b>	
<b>DATE REQUEST DISCUSSED WITH GPS</b>	
<b>OUTCOME OF DISCUSSION</b>	
<b>IF REQUEST NOT AGREED, REASON FOR REQUEST NOT BEING AGREED</b>	
<b>DATE LETTER SENT TO PATIENT ADVISING OF OUTCOME OF REQUEST</b>	

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