

**PLEASE CANCEL YOUR**

**APPOINTMENT IF YOU**

**DON’T NEED IT ANY LONGER**

Graphical user interface

Description automatically generated with low confidence





***PRACTICE DID NOT ATTEND POLICY***

**PATIENT INFORMATION LEAFLET**



**You can cancel your appointment in different ways,**

* **Phone (01543 576660)**
* **Email (**[**gp.suite@nhs.net**](mailto:gp.suite@nhs.net)**)**
* **Patient Access (patient.emisaccess.co.uk)**

**Direct Web Address Through practice**

**(patient.emisaccess.co.uk) website link**

**Send a message Send a message**

**Select**

**‘cancel appointment booked’**





**DUE TO THE NUMBER OF PATIENTS**

**FAILING TO ATTEND APPOINTMENTS, IT**

**MAY BE THAT YOU ARE NOT BE ABLE**

**TO SEE THE DOCTOR ON THE DAY**

**THAT YOU WISH TO.**

**IN AN ATTEMPT TO TRY AND RESOLVE**

**THIS, THE PRACTICE HAS DEVELOPED THE FOLLOWING POLICY.**

**IF YOU FAIL TO ATTEND APPOINTMENTS WITHOUT INFORMING US, WE WILL WRITE TO YOU ASKING IF THERE ARE ANY SPECIFIC PROBLEMS PREVENTING YOU FROM LETTING US KNOW.**

**IF YOU REPEATEDLY FAIL TO ATTEND FOR APPOINTMENTS, YOU MAY BE REMOVED FROM THE PRACTICE LIST AND HAVE TO FIND AN**

**ALTERNATIVE GP PRACTICE.**

**Thank you for your co-operation**