

Fee List (Apr 26 – Mar 27)

Access to records

Records requested by patient **FREE**

Duplicate copies within 12 months

£50 + postage

OPENING TIMES

Mon: 8.30am – 6.00pm
Tues: 8.30am – 6.00pm
Wednesday 8.30am – 6.00pm
Thursday 8.30am – 1.00pm
 1.30pm – 6.00pm
Friday 8.30am – 6.00pm

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THE GLENFIELD SURGERY



Fees & Charges Leaflet

Not all services at our Practice are available under the NHS. When patients request non-NHS items or services a private fee is payable. This leaflet lists those fees, some of which are payable in advance.

Please note this leaflet is for guidance only and fees may change without notice.

Please take a copy

Your questions answered

Isn't the NHS supposed to be free?

The NHS provides most health care to most people free of charge but there are exceptions. Prescription charges have existed since 1951 and there are a number of other services for which fees are charged. Sometimes the charge covers some of the cost of treatment, for example dental fees. In other cases it is because the service is not covered by the NHS, such as medical reports for insurance companies.

Surely, the doctor is being paid anyway?

GPs are not employed by the NHS, they are self-employed and they have to cover their costs – staff, buildings, heating, lighting etc. in the same way as any small business. The NHS covers these costs for NHS work, but for non-NHS work, the fee has to cover the doctors costs.

What is covered by the NHS and what is not?

The Government's contract with GP's covers medical services to NHS patients. In recent years more organisations have been involving doctors in a range of non-medical work. Sometimes the only reason the GP's are asked is because they are in a position of trust in the community or because an insurance company or employer wants to be sure that information provided is true and accurate.

Examples of non-NHS services for which GP's can charge their NHS patients are:

- Accident / Sickness insurance certificates
- Certain travel vaccinations
- Private medical insurance reports

Examples of non-NHS services for which GP's can charge other institutions:

- Medical Reports for an Insurance Company
- Some reports for DSS / Benefits Agency
- Examinations of local authority employees

Is it true that the BMA sets fees for non-NHS work?

The BMA suggests fees for non-NHS work which is not covered under the GP's NHS contract. However, these fees are guidelines only, not recommendations and a doctor is not obliged to charge the suggested rate.

Why does it sometimes take the GP a long time to complete my form?

Time spent completing forms and preparing reports takes the GP away from the medical care of patients. Most GP's have a very heavy workload and paperwork takes up an increasing amount of their time. Many GP's find they have to take paperwork home at night and weekends.

I only need a doctor's signature – what is the problem?

When a doctor signs a certificate or completes a report, it is a condition of remaining on the Medical Register that they only sign what they know to be true. In order to complete even the simplest of forms therefore, the doctor might have to check the patient's entire medical record. Carelessness or an inaccurate report can have serious consequences for the doctor.

What will I be charged?

The BMA recommend that a GP tells patients in advance if and how much they will be charged. It is up to the individual doctor to decide how much to charge but the BMA produces a list of suggested fees.

What can I do to help?

Not all documents need a signature from a doctor, for example Passport/Driving Licence applications can be signed by another person in a position of trust i.e. Pharmacist.

If you have several documents requiring completion, present them all at once.

Please do not expect your GP to process forms overnight. All forms require 10 working days from the date when payment is collected.

Please note: For same day urgent requests there will be an increased charge.

Fee List (Apr 2026 – Mar 2027)

Form	Fee
Convalescence Forms	£55.00
Epi-pen Authorisation	FREE
Jury Service Exemption Form	£55.00
Concession Travel Form	£20.00
Council Tax Reduction Form <i>(Exemption for claim by or on behalf of severely mentally impaired persons)</i>	£20.00
Private Certificate	£20.00
Private Prescription	£20.00
Fitness to Travel Form	£ 20.00
Letter from GP i.e. To Whom It May Concern <i>(The GP will decide on the appropriate cost of each letter)</i>	From £55.00
Letter from GP to DSS / Housing Letters / Benefits Agency <i>(To provide a medical opinion for an appeal against "fit to work" decision)</i>	From £ 55.00
Disability Continuation Form for Accident / Sickness Insurance	£ 55.00
SPIRE / BUPA / NUFFIELD Form	£ 55.00
Holiday Cancellation Form	£ 85.00
Firearms Report – Leicestershire Constabulary	£ 55.00

HGV / TAXI / Driving/ PSV Medicals Examination and Report	£160.00
Adoption / Fostering Medical (Form AH2)	£155.00
	£130.00

Camp America Forms	£55.00
Lighter Life Forms	£55.00
Mental Capacity Act/Power of Attorney	WE DO NOT DO