

How to use practice email to contact us

DO's

- Using it for enquiring about any insurance reports or any private reports
- Using it for sharing any hospital letters or communications
- Use it for updating clinicians or providing feedback on treatment received- Non urgent only
- Non urgent enquiries around hospital referrals or any results
- Using it for any Care home medication requests

Don'ts

- Emailing us for requesting for clinic appointments
- To use it for messaging for more than one person as saving it to records is not possible
- To enquire on any urgent health related queries
- To enquire on results of tests done by secondary care specialists