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 **Dr M G Cumming Dr R Muvva Dr L Beere Dr A Eadie**

**For further information regarding Practice services please visit our website**

**www.lesliemedicalpractice.co.uk**

#  **Newsletter March – May 2024**

# **Leslie Medical Practice**

 **Anderson Drive, Leslie, KY6 3LQ**

 **01592 620222**

**PRIVACY – POLITE NOTICE**

We would like to reiterate to all patients attending the Practice that there is a notice at the Reception Desk asking patients to wait to be called forward by a member of the Reception Team, when they are free to deal with your query/check-in.

This affords both staff and patients a degree of privacy if the Reception Team are either on a telephone call or completing a task.

**THANKS FOR YOUR CONTINUED CO-OPERATION**

**WELCOME**

**Dr Anne Eadie**

**4th March 2024**

**We are very pleased to announce the appointment of a new GP Partner to the Practice**

**Dr Eadie is very much looking forward to working at the Practice and meeting and supporting patients. Having previously worked as a Pharmacist, she has now been in General Practice for the last seven years.**

**FACEBOOK PAGE**

We have a Facebook page which we will be updating on a regular basis with Practice news and helpful resources.

**PLEASE LIKE AND SHARE**

**PHOTOGRAPHIC IMAGES**

After speaking with our Triage Nurses or GP’s, you may be asked to email a photographic image, this will be requested where our clinical team have determined that an image may be of benefit in assessment and diagnosis.

For data minimisation, only a minimum number of photographs evidencing visible symptoms should be sent.

We will provide you with a dedicated email address to send any images to.

Fife.Lesliemp@nhs.scot

Please see the Practice website regarding Digital Informed Consent for further information.

Please **DO NOT** send any images unless instructed to do so by clinical member of staff.

**ZERO TOLERANCE**

It is regrettable that we have to report that we are experiencing a marked increase in abusive/inappropriate behaviour towards our Reception Team.

We have a ‘zero tolerance policy’ with regard to abusive behaviour and have the right to remove patients from our list with immediate effect in order to safeguard our staff and patients.

We take this very seriously and expect that our patients treat staff with the same respect that we show them.

The Practice will be closed on the following dates:-

**PUBLIC HOLIDAYS 2024/25**

Friday 29th March 2024

Monday 1st April 2024

Monday 6th May 2024

Monday 7th October 2024

Wednesday 25th December 2024

Thursday 26th December 2024

Wednesday 1st January 2025

Thursday 2nd January 2025

**For urgent medical advice on these dates contact**

**NHS 24 on 111.**

**PROTECTED LEARNING TIME**

NHS Fife have designated dates for 2024 for GP Practices to allow protected learning time to undertake staff training, supervision and quality improvement work.

Thursday 7th March 2024

Tuesday 4th June 2024

Thursday 12th September 2024

Thursday 7th November 2024

The Practice will close at 13:00 on each of these days with any patient requiring medical attention between 13:00 – 18:00 being asked to call the Urgent Care Service on 01592 729250.

After 18:00 any medical needs will be met by NHS 24 on 111.

**LITERATURE AND RESOURCE MATERIALS**

**PRACTICE FOYER**

We have a wide range of practical guidance leaflets and information on local resources that are available on our display stand in the foyer of the Practice.

Please feel free to browse through these

**PRESCRIPTION REQUESTS BY EMAIL**

Fife.Lesliemp@nhs.scot

We continue to offer an additional pathway for patients to make prescription requests by email

These should only be made 7 – 10 days before they are due and will be processed within the normal 48 hour timeframe.



**PRACTICE REQUESTED TEST RESULTS**

**(urine sample, blood tests, x-ray, ultrasound, CT or MRI scan)**

In regard to any tests requested by the Practice staff,

enquiries regarding these results can be made

daily after 14:00.



**SAMPLES**

. **When to hand in a sample to the Practice**

We will only accept a sample if this has been requested during triage or following a clinical consultation.

All samples must be handed into Reception before 1pm along with the completed sample slip with all the relevant details. **We will not** accept samples after this time **or** if the required information is not completed fully. If someone is handing in a sample on your behalf, please ensure they have your name, date of birth and symptom details (if for possible urinary infection). The only samples taken after this time will be those that are requested following a GP consultation.

**Possible Urinary Infection** - patients are reminded to contact Triage in the first instance for the appropriate advice / course of action.

**Pharmacy First** – You can also contact your Community Pharmacy if you are female, aged between 16-65 and are not pregnant for advice regarding urinary infections. You may be signposted back to the Practice depending on symptoms.