

COMPLETING YOUR REGISTRATION FORMS

In order for us to accept your NHS registration you will need to complete the registration form in full. If you leave out any information we will not be able to register you onto our computer system.

INFORMATION WE NEED:-

Date of Birth - Please make sure the date of birth box is completed.

NHS Number - You can find this on your medical card. If you do not have a medical card you can contact your previous surgery, they will have a record of your number.

Surname and all first names – Please make sure you fill in your surname and all first names. If you have changed your name through marriage or by deed please include all previous surnames.

Please indicate both the **Town and Country of birth**.

Please fill in your **Home Address and Postcode** – We cannot register you without your postcode. You can find your postcode by logging onto the Post Office Website Postcode Finder www.postoffice.co.uk or contact your local post office.

Telephone number – we need a home telephone number, and mobile if you have one.

It will slow down your registration if we do not have the following information:

Your last address – this is the address you lived at when you were last registered with a doctor.

Name of your last doctor – If you are unsure of this you can use the name of the surgery or university campus if you were previously registered with the university doctor.

The address of your last doctor – this should include the name of the surgery.

If you are from abroad – If you move to the UK and intend to live permanently or you have the right to live permanently in the UK or have a “route settlement” that allows permanent residence you will not be charged for NHS primary care or hospital treatment. Like other UK residents, you will have to pay some NHS charges (for example) prescriptions, unless you are exempt.

If you are returning from the Armed Forces – We cannot register you without all sections completed.

When you have completed both the Purple registration form and the Medical History Questionnaire please return them to the surgery. **Please help us to process your registration quickly by completing these forms and returning them to the Surgery before your next appointment or within 2 weeks.** It is important that you complete the **MEDICAL HISTORY QUESTIONNAIRE** on both sides. It is important that you pay special attention to this form as it will be the only medical information we hold for you until we receive the records from your last doctor.

Thank you for registering at Vine Surgery

Please telephone us on 01458 841122 if you have any questions or problems completing the registration forms.