

Date

Ref: EXP01/.....

Name

Address

.....

.....

Date of Birth

The above patient informs us that they have contacted your department with regard to expediting their appointment and been told by a member of your team that before such a request can be considered, that they contact us and ask us to supply a letter providing the same information about which you have already been informed.

For the avoidance of doubt, the reason for their request is as follows:

Tick any that apply:

Actively getting worse

Waited too long

New symptoms

Please provide as much detail as possible for the hospital to consider your request:

We should be grateful if you would consider their request.

Yours sincerely

Ivy Grove Surgery