**TEMPLATE**

Practice Heading

Dear [ ]

The [ Practice } regrets that it is not at present able to register NHS Patients.

This decision has been taken in order to ensure the practice can continue to safely provide NHS services to its currently registered patients.

The practice is not able to maintain a waiting list of patients who would like to register in the future.

Once [ the Practice ] is able to commence accepting NHS registrations, this information will be available at reception and on the practice website.

If you are not currently registered with an NHS General Practitioner locally, and need to see a doctor or a nurse, you can attend the

( it would be helpful to list any accessible local services, such as a Walk-in Centre)

Yours sincerely