

To: All Practices in SSLMCs

23rd November 2017

Dear Colleagues

Update: GMS1 Forms & Supplementary Questions

I am writing to update all colleagues on the use of the new GMS1 Forms; unfortunately, not all the original advice received by the LMC was correct, this letter updates that advice and is also based on further queries received from practices.

1. Use of the GMS1 Form

Although the LMC was originally advised that the revised GMS1 Form was to be used by all newly registering patients, PCSE have now confirmed that GMS3 Forms should continue to be used to register Temporary Residents, that is, patients who believe they will only be in the practice area for between 24 hours and three months. This applies whether or not patients are in fact permanently registered with another NHS practice

The GMS3 Forms have NOT been updated and do not contain the supplementary questions designed to identify non-UK EHIC holders, PRC holders and those with S1 Forms. Therefore, patients registering as TRs using the GMS3 Forms should not be asked to respond to these questions.

Colleagues do not need to respond by saying those who register as TRs are more likely to be non-UK EHIC, PRC and S1 holders than those who register using the GMS1 Form, because the irony of this point is understood by the LMC. There is no guidance on whether the GMS3 Form will be updated in future.

The GMS1 Form is thus only to be used by patients intending (as far as they know) to be in the practice area for more than three months and who should therefore be registered permanently if they apply to register with your practice.

2. Use of the S1 Form

The S1 Form is available to those in receipt of a UK old-age State Pension who live abroad, thus providing entitlement to State healthcare where they live. It is not an entitlement to free NHS care.

Local Medical Committees for
Croydon, Kingston & Richmond, Surrey,
East Sussex and West Sussex

The White House T: 01372 389270
18 Church Road F: 01372 389271
Leatherhead
Surrey KT22 8BB www.sslmcs.co.uk

Although the original advice was that practices ONLY had to send a copy of the completed GMS1 Form, including the response to the supplementary questions, the LMC has now been advised that practices must ALSO take a copy of the S1 Form and enclose this with their email to the Department of Work and Pensions. There is no requirement to copy or send scans of non-UK EHIC Forms or PRCs.

3. Coding

There are no specific codes available for S1 or PRC Forms, the only codes available are for holders of technically European issued EHIC Forms, which are:

EMIS : 9Ny
System One: Xaasn
Snow Med: 896271000000104

4. Practices who do not use GMS1 Forms directly

- For practices who ask patients to complete a web-based version of the form, print it out and sign it prior to attending the practice, as long as this represents an updated version of GMS1 this approach can continue;
- For practices who use their own bespoke application form, the advice in my previous letter stands; practices should 'lift and shift' the supplementary questions and associated guidance and incorporate that into the form and send this [omitting any clinical information that may be asked to NHS Digital or the DWP. However, they will as above need to ask for a copy of the S1 Form.

5. Addressees

For practices who have large numbers of forms, for example, University Practices, at certain times of the year, there is an ability to send these by secure mail to:

Non-UK EHIC or PRC to:

EHIC
PDSNBO
NHS Digital
Smedley Hydro
Trafalgar Road
Southport
Merseyside PR8 2HH

S1 Forms to:

Overseas Healthcare Team
Durham House
Washington
Tyne & Wear NE38 7SF

6. Requests for Further Information

At present, the LMC does not know whether practices will receive any patient-related queries from NHS Digital or the DWP in relation to the information that has been submitted, however, because of Data Protection issues, it would be wise to be cautious about responding to these and if practices do receive such queries, the LMC would be able to provide advice and it would be helpful to know this is happening.

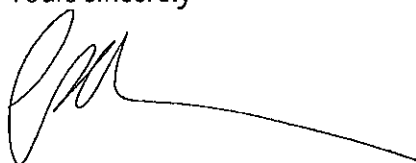
7. Patients who do not Complete the Supplementary Questions

It is not the role of practice staff to quiz patients in terms of the completion of the GMS1 Form. If a patient does not complete the supplementary questions then it is important to note that, this is a self-declaration process and, if eligible to the patient, can be registered with the practice in the normal way.

I hope this updated information is helpful; if you have any queries regarding GMS1 process please contact either Geraldine Anscombe [geraldine.anscombe@sslmcs.co.uk] or myself [julius.parker@sslmcs.co.uk].

With best wishes.

Yours sincerely

A handwritten signature in black ink, appearing to be 'JP', followed by a long horizontal line extending to the right.

Dr Julius Parker
Chief Executive