Date GP Practice Name

Trust Consultant Name Surgery Address

Trust Details Contact Details

Contact Details

Cc:Trust Medical Director Patient

Dear Dr

|  |  |
| --- | --- |
| Patient full name |  |
| Patient DOB |  |
| Patient NHS number |  |
| Patient home address |  |
| Patient phone/contact email |  |

RE: PATIENT REFERRAL REJECTION

We have been advised that our recent referral has been rejected on the basis that a proforma was not enclosed or completed in full.

Having reviewed the referral letter and reflected on both our contract and our GMC obligations, we are satisfied that the referral was clinically appropriate, details the required information to ensure a safe transfer of care to yourselves, and is in line with both the NHS Standard Contract 2023/24 Service Conditions: Acceptance and Rejection of Referrals 6.8 Subject to SC6.3 and to SC7 (Withholding and/or Discontinuation of Service), and the Primary Medical Services Contract, It therefore meets the required contractual and professional obligations for referral. Such professional regulations make no mention of the use of referral forms or proforma,

The GMC requires a GP to refer when clinically necessary to do so (link here - [https://www.gmc-](https://www.gmc-uk.org/professional-standards/professional-standards-for-doctors/delegation-and-referral/delegation-and-referral#communicating-with-patients-and-colleagues-D86E82BAE4BD4E5396648D50D72460CB) [uk.org/professional-standards/professional-standards-for-doctors/delegation-and-](https://www.gmc-uk.org/professional-standards/professional-standards-for-doctors/delegation-and-referral/delegation-and-referral#communicating-with-patients-and-colleagues-D86E82BAE4BD4E5396648D50D72460CB) [referral/delegation-and-referral#communicating-with-patients-and-colleagues-](https://www.gmc-uk.org/professional-standards/professional-standards-for-doctors/delegation-and-referral/delegation-and-referral#communicating-with-patients-and-colleagues-D86E82BAE4BD4E5396648D50D72460CB) [D86E82BAE4BD4E5396648D50D72460CB](https://www.gmc-uk.org/professional-standards/professional-standards-for-doctors/delegation-and-referral/delegation-and-referral#communicating-with-patients-and-colleagues-D86E82BAE4BD4E5396648D50D72460CB)). All necessary information has been provided in my referral letter, detailing past medical history, current medications and known drug allergies. Please also consult this guidance on the matter from the Academy of Medical Royal Colleges: [https://www.aomrc.org.uk/wp-content/uploads/2018/05/AOMRC-Guidance-on-onward-](https://www.aomrc.org.uk/wp-content/uploads/2018/05/AOMRC-Guidance-on-onward-referral_210518-v3.pdf) [referral\_210518-v3.pdf](https://www.aomrc.org.uk/wp-content/uploads/2018/05/AOMRC-Guidance-on-onward-referral_210518-v3.pdf)

We are committed to putting the needs of our patients first, using limited NHS resources efficiently, and working in positive collaboration across our local integrated care system. We would advise your trust medical directorate to discuss the use of referral forms directly with our local medical committee.

In the meantime, we request that you accept this referral in its current form, assess the patient in line with your normal process, and send our patient an appointment without delay. Any failure to do so may cause delay to our patients care and could cause potential harm.

Yours sincerely,