

Who we are

Clinical team

Dr Sulthana Ahmed (f), MBChB MRCGP, part-time GP partner
Dr Esther Dalton (f), MBBS, DFFP, DRCOG, MRCGP, Diploma in Diabetes, part-time salaried GP
Sharon Dawson (f), RCN, SCPHN, ANP, PGDip, NMP, MSc, Advanced Clinical Practitioner
Sharon Gill (f), RCN, NMP, MSc, Advanced Clinical Practitioner
Dr Anna Fisher (f), part time GP partner, MRCGP, DRCOG, BMBS, BMedSci
Dr Natasha Gordon (f), MBBS MRCGP DRCOG part-time GP partner
Dr Karen Hallas (f), BSc, MBChB, MRCGP, DFSRH, part-time salaried GP
Dr Beth Oxley (f), MBChB MRCGP DFSRH, part-time GP partner
Dr Sam Theaker (m), MBBS, MRCGP, male, part-time salaried GP

Practice Nurses: Nadia Mughal, Alex Davies, Amanda Rodriguez, Sarah Blakeley
Healthcare Assistants: Wendy Turner, Grainne Egan

Patient Support team

Aisha, Barbara, Grainne, Jade, Janan, Josette, Kay, Nicola, Pamela, Sara, Sarah, Zubeena, Olatz, Sukhi

Practice Manager: Camilla Hawkes

Attached staff

Midwife

District Nurses: based at Meanwood & Chapeltown Health Centres

Health Visitors: based at The Reginald Centre

Staff safety: Our staff have the right to work without being subject to abuse. Please treat our staff in the same way you would expect to be treated. Thank-you.

Other services & information

Walk-in centre for fast access to treatment for minor ailments & injuries: Burmantofts Health Centre, Cromwell Mount, LS9 7TA. 0113 295 1132.

Minor injuries units for treating cuts, sprains, burns, broken bones: St George's Centre, St George's Rd, Middleton LS10 4UZ & Wharfedale Hsptl, Newall Carr Rd, Otley LS21 2LY. 01943 465522.

NHS Leeds We provide services under contract to NHS England, West Yorkshire Area, 3 Leeds City Office Park, Leeds, LS11 5BD

St Martins is not a limited partnership

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☎ 0113 22 11 888

stmartinspracticeleeds.nhs.uk
210 Chapeltown Road
Leeds LS7 4HZ

Monday	8.00am-6pm
Tuesday	8.00am- 8.15pm
Wednesday	8.00am-6pm
Thursday	8.00am-6pm
Friday	8.00am-12.30 & 1.30-6pm

*We are open until **8.15pm on Tuesdays** for pre-bookable GP and Practice Nurse appointments*

Welcome to St Martin's Practice! We look forward to getting to know you and supporting you to stay well; the St Martin's Practice **philosophy** is available on our website.

There is much more information about our services on our website, so please take time to have a read. As a new patient you will find these pages particularly helpful: new patients, practice staff, appointments, prescriptions, information sharing.

Would like your views heard as we develop and plan our services?

If so, please consider joining our **Patient Group** to receive a monthly update and invitations to quarterly meetings.

Please see our website for more or speak with Kay Noble in our Patient Support Team.

About St Martins Practice

Appointments prebookable face to face and telephone appointments are available every day, please book online where possible. We have a Same Day Service if you feel your medical condition needs one: please phone before 11am. We aim to provide high quality healthcare within a reasonable timescale. Please see our website for more information.

Face to face appointments are 10 minutes. If you are more than 10 minutes late, the clinician may ask you to wait till the end, or to rebook.

You may request to see any of the clinical team when you book an appointment: they can all access your records and they work as a team.

Please tell us beforehand if you cannot keep your appointment.

Home visits Patients who are too frail to attend surgery may request a home visit. Please telephone before 10:00am.

When we are closed If you want medical advice when we are closed then telephone our usual number to be transferred to out of hours service.

Practice area Our practice boundary is: (west) Carr Manor Rd, Miles Hill Rd, Potternewton Cres, Scott Wood Ln; (south) Meanwood Rd, Barrack Rd; (east) Roundhay Rd; (north) Princes Ave, Street Ln. All new patients must live inside this boundary. Patients that then move outside this boundary may remain registered if they stay within our "outer boundary" which extends north and south (see map in the waiting room & website).

Privacy Patients queuing at the desk please stay back to give privacy to the person in front. For more privacy please tell us and we can use the Interview Room.

Staff training We are closed from midday on the second Thursday afternoon of most months for clinical and staff training.

Phone call recording All calls to and from the practice are recorded. Details of our call recording process are available on our website and in privacy notices on our website.

How we contact you If you have given us permission to contact you by phone or text message we will use your details to remind you of your appointments, to book reviews & follow-ups. We may also send health campaign information (such as flu, NHS healthchecks or patient education events) and information about significant practice changes. You may withdraw your consent for us to contact you via phone or text by contacting the practice. This could mean we are unable to offer the same level of service with regards to appointment reminders. You may consider online access to your patient record as an alternative way to check what you have booked.

Our services

How to register We welcome new patients living within our boundaries. Please complete the forms on our website or from reception. If you have particular communication needs, please let us know so we can support you.

Services we offer We offer a full range of services to cover your health care. These include clinics for diabetes, CHD, asthma, chest problems, child immunisations, antenatal and postnatal, counselling, alcohol advice, services for substance misusers, well-being service, stop smoking.

Citizen Advice Bureau Our advisor from Citizens Advice Bureau can advise on issues including housing, benefits, debt. Book at reception.

Health trainer Our health trainer offers one to one support to make changes in your lifestyle including diet, physical activity and emotional wellbeing. You can book an appointment at reception.

Well-being Co-ordinator Aparajita, our Well-being Co-ordinator, works closely with the GPs and 3rd sector organisations to look after your complete well-being. They will assess your needs and work on your behalf to put the most appropriate support package in place for you.

Carers If you look after someone who, because of illness, disability or frailty is unable to manage without your help – then you are a Carer. We work closely with Carers so please let us know if you are a Carer.

Repeat prescriptions If you take regular medication, your doctor may arrange for you to have a repeat prescription. To re-order: the most secure method is our online ordering service, please register at the front desk; or you can drop your request in at the surgery. We ask for requests in writing to avoid errors. Please allow two working days for your prescription to be ready. All prescriptions are now sent electronically to your nominated pharmacy.

Your medical records You are entitled to access your medical records; please see website or ask Reception for a request form / leaflet. Patients registered for online services can access full text medical records. If you would like more information about our policies on medical records and information sharing then please see our website.

Comments, compliments and complaints are welcome by speaking to a member of the team, via the box in reception, or our website "contact us" form. A leaflet with more information is available at Reception and on the website.