# For practice Websites:

# **Evening and Weekend Routine GP Appointments**

In addition to our opening times we have evening and weekend appointments available for our patients at the following locations:

King Edward V11 Hospital, Windsor	St Marks Hospital, Maidenhead
Opening times:	Opening times:
• Mon – Fri: 1830 – 2130	• Mon – Fri: 1830 – 2130
• Saturday: 0900 – 1700	• Saturday: 0900 – 1700
• Sunday: 1100 - 1400	• Sunday: 1100 - 1600

### Frequently asked questions

### How do I book an appointment?

If you are a registered patient at our practice you can book appointments by calling our reception and requesting and evening or weekend appointment. On-line appointment booking is not currently available.

### How long is the appointment?

All appointments are 15 minutes - ideal if you need a longer consultation.

### How do I cancel an appointment?

If you no longer need your hub appointment you can cancel directly with the practice during opening hours. If you need to cancel the appointment and your practice is closed please call the Hub Central Cancellation number on 03000 240 009.

It is important to cancel any unwanted appointments so that they can be made available to others.

### Will I be sent a text reminder?

If you have a mobile phone, you will be sent a text confirmation of your appointment date and time. You will also receive a text reminder 24-hours before your appointment. You will be able to text back to cancel if you no longer need the appointment. Please ensure we have your up-to-date contact details so that you can take advantage of this service.

#### Are nurse appointments also available?

There is a GP service every session and nurse sessions on certain days. Please check with reception for nurse availability.

### Will I see my own GP?

KEV11 and St Marks are staffed by GPs and Practice Nurses from local practices, but there is no guarantee you will be seen by your usual GP or nurse. If you would prefer to see your usual GP or Practice Nurse, please book an appointment with your own surgery during their normal opening hours.

## Will my medical records be available?

To provide the safest and highest quality of care your records will be available to the GP or Practice Nurse that sees you. However, you will be asked by the clinician to give consent before they access your medical record.

Notes of your consultation will be sent back to your own GP electronically to ensure that your records at your registered GP practice are kept up to date.

# **Addresses**

- King Edward VII Hospital, St. Leonards Road, Windsor, Berkshire, SL4 3DP
- St Marks Hospital, St. Marks Road, Maidenhead, Berkshire, SL6 6DU