



Information available from South Park Surgery under the Freedom of Information Act model publication scheme

Information covered by this scheme is only about the services we provide under contract to the National Health Service.

All freedom of information act requests should be direct to the Practice Operational Manager using the contact details listed on the contact us page of the website.

Information to be Published	How the Information can be obtained (e.g. hard copy, website)	Cost
Class 1 – Who we are and what we do (Organisational information, structures, locations and contacts)		
List of Partners	Electronic or hard copies available on request	Nil
Contact Details	Website	Nil
Hours of availability	Website	Nil
Other staff details	Electronic or hard copies available on request	Nil
Class – 2 What we spend and how we spend it (Financial information relating to projected and actual income and expenditure)		
Total Cost to the PCT of our contracted services	Electronic or hard copies available on request when available	Administrative costs and postage
Class 3 – What priorities are and how we are doing?		
Plans for the development and provision of services	Electronic or hard copies available on request when available	Administrative costs and postage
Results of audits or reviews	Electronic or hard copies available on request when available	Nil
Class 4 – How we make decisions		
Records of decisions made by the	Electronic or hard copies available on request	Administrative costs and postage

Practice affecting the provision of NHS services		
Class 5 – Our Policies and Procedures (Policies and procedures for delivering our services)		
Policies and Procedures about the employment of staff	Electronic or hard copies available on request	Nil - Administrative costs and postage
Policies relating to our services	Electronic or hard copies available on request	Nil - Administrative costs and postage
Equality and diversity policy	Electronic or hard copies available on request	Nil - Administrative costs and postage
Health and Safety Policy	Electronic or hard copies available on request	Nil - Administrative costs and postage
Complaints Procedure	Electronic or hard copies available on request	Nil - Administrative costs and postage
Records management policy	Electronic or hard copies available on request	Nil - Administrative costs and postage
Data protection policy	Electronic or hard copies available on request	Nil - Administrative costs and postage
Policy for handling requests for information	Electronic or hard copies available on request	Nil - Administrative costs and postage
Class 6 – Lists and Registers		
Any publicly available register or list	None held	N/A
Class 7 – The service we offer (Information about the services we offer, including leaflets)		
The services provided	Website	Nil
Charges for any service	Electronic or hard copies available on request when available	Nil
Information Leaflets	Electronic or hard copies available on request when available	Nil
Contact details for the service	Website	Nil