

## REMINDER AND RECALL SYSTEM

Our practice is committed to preventative care. Your doctor will seek your permission to be included in reminder systems. We take part in both the surgery recall system and also several State and National registers such as Cancer Screening register, Breastscreen register and the Australian Childhood Immunisation Register. You may be issued with a reminder notice from time to time offering you preventative health services appropriate to your care. If you do not wish to take part in any of these recall registers please let your doctor or receptionist know.

## MANAGEMENT OF YOUR PERSONAL HEALTH INFORMATION

All medical records (both manual and computerised) are treated as strictly confidential. It is the policy of this practice to maintain security of personal health information at all times and to ensure that this information is only available to authorised members of staff.

## COMMUNICATION SERVICES

Our practice engages TIS National (Translating and Interpreting Service) for patients requiring a translator. A booking can be made by calling 131 450

**THIS PRACTICE HAS A NO SMOKING POLICY.**

## OPENING HOURS

Monday – Friday 8:30am – 5:00pm

## STAFF

Dr Murtaza Akbar

Dr Danish Noorani

Amy and Mahira– Practice Nurse

Tamsyn– Receptionist

Anna – Practice Manager

## PATIENT FEEDBACK: YOUR RIGHTS

Holmview Doctors welcomes any feedback good or bad as it will allow us to improve our service.

Please feel free to talk to your doctor or the staff, or write to us or use our suggestion box about any problems you have with the service we provide.

We take your concerns, suggestions and feedback seriously. However, if you feel there is a problem you wish to take up elsewhere, you may prefer to contact:

**Office of the Health Ombudsmen**

**Phone: 133 646**

**PO BOX 13281**

**GEORGE STREET**

**BRISBANE QLD 4003**

**complaints@oho.qld.gov.au**



## HOLMVIEW DOCTORS AND SKIN CANCER CLINIC

Phone: 07 3382 0771

Fax: 07 3382 0358

T2A Holmview Central Shopping Centre

318-322 Logan River Road, Holmview QLD

[www.hmvdoctors.com.au](http://www.hmvdoctors.com.au)

## ON ARRIVAL

Medicare/Veteran + Concession Cards must be presented to the Receptionist to ensure your details are kept up to date. Ensure you have signed a Consent for Use & Disclosure for Personal Health Information form, for us to provide optimal ongoing comprehensive health care.

## APPOINTMENTS

Please telephone 07 3382 0771 to make an appointment or visit [www.hmvdoctors.com](http://www.hmvdoctors.com) to book online. Every effort is made to accommodate your preferred time and GP. Emergencies will always be given priority. Long consultations are available for complex, health assessments or minor surgery.

Please advise so can be accommodated.

## HOME & OTHER VISITS

Doctors will consider requests for a home visit on an individual basis for existing patients only. Prior arrangements are required to accommodate this.

Please speak to reception for further details.

## TELEPHONE ACCESS

All urgent matters will be addressed immediately. Requested information or advice relating to clinical care is available by informing the receptionist who will forward to the doctor. It is preferable however for patients to make an appointment. Electronic access to the doctor can be organised if required by informing reception. Fees may apply.

## TEST RESULTS

For medico-legal reasons test results will NOT be given over the phone. Doctor will advise when they expect the results to be available during your consultation and also inform you to make a follow-up appointment for these results.

## REFERRALS

If additional treatment is required outside of our service within this surgery this will be discussed with you during your consultation. Other services in the community may be engaged to help provide optimal care.

## ARRANGEMENTS FOR CARE OUTSIDE

For all after hours care Holmview Doctors advises patients to contact our after hours service on 0448 871 430.

## SERVICES PROVIDED BY THIS PRACTICE

- General Medicine
- Children's Health & Adolescent Health
- Women's Health
- Men's Health
- Immunisations
- ECG (Electrocardiography)
- Enhanced Primary Care
- Antenatal Care
- Skin Cancer Medicine
- Minor Procedures
- Spirometry
- Veteran's Affairs
- Workers' Compensation
- Travel Health
- Allied Health Services
- Pre-employment medicals

## FEES AND BILLING ARRANGEMENT

Please refer to fees list at reception. Edens Landing Doctors is a bulk billing Practice.

Bulk billing is available for:

- Children 0-16 years,
- Aged pensioner
- Veterans' Affairs card holders
- Health care assessments and Care plans
  - Those with a valid Medicare card.

Bulk billing will not be available for medicals, minor procedures and insurance paperwork.