

The reception staff are members of the practice team and it has been agreed they should ask patients 'why they need to be seen'. Reception staff are trained to ask certain questions in order to ensure that you receive:

- the most appropriate medical care,
- from the most appropriate health professional,
 - at the most appropriate time.

Receptionists are asked to collect brief

information from patients:

- 1. To help doctors prioritise house visits and phone calls
- 2. To ensure that all patients receive the appropriate level of care
- To direct patients to see the nurse or other health professional rather than a doctor where appropriate.

Reception staff, like all members of the team, are bound by confidentiality rules

- Any information given by you is treated strictly confidentially.
 - The Practice would take any breach of confidentiality very seriously and deal with accordingly.
- very seriously and deal with accordingly.
 You can ask to speak to a receptionist in private away from reception.
- Trom reception.
 However if you feel an issue is very private and do not wish to say what this is then this will be respected.



Thank you for your support

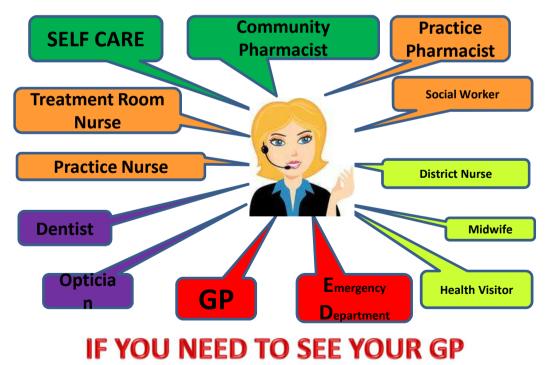
Care Navigation

Care Navigation is coming to Dr Crossin & Higgins Practice

In 2023 Care Navigation uses Signposting to help Patients

receive the **Right Care** from the **Right Professional** at the **Right Time**

All Reception Staff have been trained to Care Navigate and will ask you some questions about the reason for your appointment. They will follow a protocol and WILL NOT MAKE CLINICAL DECISIONS. All staff adhere to rules of confidentiality at all times.



YOU WILL STILL BE ABLE TO DO SO