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Roborough Surgery
1 Eastcote Close
Roborough
Plymouth PL6 6PH
Tel: (01752) 701659
Fax: (01752) 201410

Web: www.roboroughsurgery.org.uk

Provision of Hepatitis B vaccination for Occupational Health

Notice to Employer

Date.....

Name of Employee / Patient

The above patient has informed the practice that they need Hepatitis B protection due to the nature of their job,

The Roborough Surgery Practice is able to offer this as a non-NHS service provided that:

1. The employer has undertaken a full Occupational Health Risk Assessment. Under Health and Safety legislation, it is the **employer** who has responsibility for undertaking the risk assessment and taking action as appropriate. It is therefore the employer's duty, rather than the GP's responsibility to ensure that an 'at risk' employee has been appropriately vaccinated.
2. Where the risk assessment reveals a risk of Hepatitis B, the employer has a duty to act and should make arrangements with a suitable qualified medical service to meet the relevant obligations. This practice is not aware of the situation and hazards within your workplace and does not have the occupational expertise to advise on such risks.
3. The employer meets the full cost of the vaccination(s) and blood tests before any vaccination is administered by the practice. Please note that vaccinations will not be purchased until full payment has been made.
4. The employer takes full responsibility for their employee completing the full course of vaccinations and any subsequent test(s).

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The Practice will:

1. Administer the vaccinations, providing there are no contraindications in the employees' medical history, according to the Department of Health schedules and guidelines.
2. Provide documentary evidence of vaccines administered and serology results.

The course

One course of three injections for Hepatitis B, over a period of 6 months with immunity status confirmed by a blood test 6 weeks after completing the course.

Appointment 1	20 minutes	Health check and 1 st injection
Appointment 2	10 minutes	2 nd injection
Appointment 3	10 minutes	3 rd injection
Appointment 4	10 minutes	Blood test

Total Cost £123.00

Booster

A booster at 5 years – separate treatment and fee with employer signed agreement.

Appointment 1	20 minutes	Health check and injection
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Total Cost £38.00

Education regarding the vaccination, care of potential temperature and injection site after each injection.

Costs

Costs cannot be refunded if the employee fails to attend.

For some individuals one booster is not enough to establish immunity and a further booster may be required. If this occurs, a further charge would be made to cover the cost of the vaccination.

If you choose for this practice to provide the course of Hepatitis B to your employee, please complete the information below and forward to the surgery. Cheques should be made payable to **Roborough Surgery**.

Kindly complete and return the attached form with full payment. Thank you

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Once we have received payment in full, your employee can make an appointment for their first vaccination. Please complete the details below and forward with full payment.

Employee / Patient details	
Name	Date of Birth
Occupation	
Address	
Post Code	

Employer / Details of Business		Contact Name
Name of Business		
Address		
Post Code	Telephone	
Telephone		

Injection(s) required..... (Practice use only)

Agreement of Employer to meet the full cost

Signature..... Position.....

Print Name..... Date.....

Amount Paid.....

PLEASE NOTE - NO IMMUNISATIONS CAN BE GIVEN WITHOUT THIS FORM BEING COMPLETED AND PAYMENT IN FULL