

Your Doctor has told you that you have to see a specialist at the hospital. What happens next?

Your doctor will give you a form stating the speciality you are to be referred to with a Unique Booking Reference Number (UBRN) and a password

Do you wish to book your Appointment straight away?



Take your form to the reception desk and a member of staff will discuss your options with you (available from 9.00am—1.30pm)



The receptionist will help you to choose a date, time and hospital that is suitable for you from a list of available appointments



The receptionist will give you an appointment confirmation slip which details the date, time and place of your appointment, together with your reference number and password in case you need to change your appointment at a later time



You will be sent a letter from the Hospital confirming the date and time of your appointment



Take your form home with you to check your diary or discuss the appointment first with friends or family



To book the appointment **EITHER**: Take the form back to your doctors surgery, discuss your options with the patient care advisor and book your appointment (available from 9.00am—1.30pm on Mon—Thursday and 9.00am—12.30pm on Friday)

**OR**

Telephone your surgery on 01623 513241 and speak to the patient care advisor to book your appointment. Please note—this number is for Choose and Book only (available from 12.00pm—1.30pm on Mon-Thurs and 12.00pm—12.30pm on Friday)

**OR**

Telephone the Choose & Book Appointment Line on **0845 60 88 88 8** (available from 7.00am—10.00pm)

**OR**

Book on the Internet by visiting 'HealthSpace' at: <https://www.healthspace.nhs.uk/> and clicking in the Choose & Book Link



You will need both your UBRN and your Password if you wish to change your appointment using the Choose and Book Appointment Line or HealthSpace

**Please contact the Choose and Book appointment line if you need to change your appointment date or time**