

Dr. Michelle Drage  
Chief Executive Officer  
London LMCs  
Tavistock House South  
Tavistock Square  
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WC1H 9LG

26<sup>th</sup> October 2017

Dear Dr. Drage

### **Trust campaign to promote access to fit notes**

Imperial College Healthcare NHS Trust has launched a Trust-wide campaign to increase the number of patients receiving fit notes (med 3 forms) from their hospital doctor to reduce unnecessary follow-up GP appointments.

This work began following the request from Londonwide LMC to help reduce the number of patients going to their GP to ask for a fit note once they have been discharged from hospital. The campaign follows on from guidance which I issued to Trust clinicians in July 2017 re-emphasising their role as doctors in issuing fit notes, drawing their attention to national guidance about how to complete them and advising them about the upcoming campaign.

The campaign incorporates a number of visual reminders including posters to remind hospital doctors of their responsibility to issue fit notes to patients when required (appendix A) and posters to remind patients that they can ask their doctor for a fit note if they think they will need one (appendix B).

We have also published a story on our intranet for all staff clarifying that fit notes should be issued for the anticipated length of time that work will not be possible on discharge from hospital to avoid patients having to seek extensions from their GPs. It also provides clear guidance on how to access additional fit notes if required. In addition, we introduced messages via screensavers on all staff computers.

We hope that this campaign will improve the number of forms being issued to patients when they are discharged from our care and help ease the burden on primary care from patients seeking fit notes. An update about the campaign was sent to GPs across North-West

London as part of our Trust's regular GP newsletter on 18 October 2017 to keep them informed about the work we are doing.

For further information, please contact Meera Chhaya on 020 3312 2014 or [m.chhaya@nhs.net](mailto:m.chhaya@nhs.net)

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Julian Redhead', written in a cursive style.

**Julian Redhead**  
**Medical Director**

# Do you need a fit note?



- After a stay in hospital, you may still need time to recover at home and be unable to work
- Please ask your hospital doctor if you will need a fit note
- We will issue one for the anticipated length of time that work will not be possible. This is to avoid you having to obtain a note from your GP after you leave
- If you are unsure if you will need a fit note please speak to your hospital doctor

Imperial College Healthcare **NHS**  
NHS Trust





# Med 3 certificates (fit notes) for patients

- After a stay in hospital, patients may need time to recover at home and be unable to work
- It is the doctor's role to issue fit notes when patients are discharged from our care
- They should be issued for the anticipated length of time that work will not be possible
- Your department should have a supply of fit note forms. If not, they are available from the purchasing team at [imperial.purchasing@nhs.net](mailto:imperial.purchasing@nhs.net)
- Further information about fit notes is available on the Source



