

# Service agreement for the provision of after-hours services to patients of

Practice name

## General practice details and contact information

Name of practice

Practice address

Usual hours of practice

Practice telephone

Practice email

## After-hours service details and contact information

Name of service

Service address (if applicable)

Usual hours of practice

Service telephone

Service email

## Agreement terms

Practice name

After-hours service

This agreement confirms

appointment of

as its provider of after-hours medical services.

For the purposes of this agreement, the after-hours period is defined as Monday to Friday from 6.00 pm to 8.00 am, Saturdays from midday, all day Sunday and all day on gazetted public holidays.

After-hours service

Under this agreement,

will:

Practice name

After-hours service

1. Provide with a point of contact within
2. Remind all patients that the services are supplementary and that it is important that the patient has their own, regular GP for ongoing and comprehensive care
3. Provide care to the patients of between Specify hours
4. Ensure that only appropriately trained and experienced doctors and support personnel attend to the patients of Practice name
5. Send a summary detailing the clinical management of the patient to the patient's regular GP by the next day (with the patient's consent and via secure communications)
6. Communicate with Practice name directly whenever deemed necessary or appropriate by the attending after-hours doctor in relation to the care of its patients
7. Provide Practice name with information about the after-hours service to display in the practice
8. Meet periodically with Practice name in order to review and update key contact or patient information

Practice name

will:

1. Provide After-hours service with an up-to-date list of contact details for emergency or exceptional circumstances
2. Meet periodically with After-hours service in order to review and update key contact or patient information

Notice period

This service agreement will remain in force unless terminated by one of the parties by providing

notice in

Notice format

Signed on behalf of

Practice name

Signed on behalf of

After-hours service

Date

Date