



Information available from Guisseley Dental Care providing dental services under contract to the NHS under the Freedom of Information Act model publication scheme

Information covered by this scheme is only about the general dental services we provide under the National Health Service Act 2006 or the National Health Service (Wales) Act 2006.

Information to be Published	How the Information Can be Obtained	Cost
Class 1 – Who we are and what we do		
Who’s who in the practice	Dentists providing NHS services are listed in our NHS patient information leaflet which is available from our reception	No Charge
Contact details for the practice	These details are available in our NHS patient information leaflet which is available from our reception	No Charge
Opening Hours	These details are available in our NHS patient information leaflet which is available from our reception	No Charge
Staffing Structure	This information is not held	n/a
Class 2 - What we spend and how we spend it		
Total final cost to the PCT/LHB/HPSS of our contracted services	Information on NHS funding and contract targets is available from Dr G Baggaley or Dr P Everson, Practice Owners	No Charge
Class 3 – What our priorities are and how we are doing		
Plans for the development and provision of NHS services	These details are available in our NHS patient information leaflet which is available from our reception	No Charge
Practice Inspection	The date and conclusions of our last practice inspection are available by asking Dr G Baggaley or Dr P Everson, Practice Owners	No Charge

Class 4 – How we make decisions		
Records of decisions made in the practice affecting the provision of NHS services	As a small business formal records of management decisions are not normally recorded, however, any changes in the provision of NHS services would be incorporated into an updated NHS Patient information leaflet, our current NHS patient information leaflet, which can be obtained from reception. We may also notify patients by notices in our reception area	No Charge
Class 5 – Our policies and procedures		
Health & Safety policy	A copy of this policy can be obtained from reception	No Charge
Complaints procedures (including those covering requests for information and operating the publication scheme)	A copy of this policy can be obtained from reception	No Charge
Confidentiality policy	A copy of this policy can be obtained from reception	No Charge
Data Protection policy	A copy of this policy can be obtained from reception	No Charge
Child Protection policy statement	A copy of this policy can be obtained from reception	No Charge
Policies and procedures for handling requests for information	This information is contained within this document	No Charge
Class 6 – Lists and Registers		
Any publicly available register or list	This information is not held	No Charge
Class 7 – The services we offer		
The services provided under contract to the NHS	These details are available in our NHS patient information leaflet, which can be obtained from reception	No Charge
Charges for NHS services	These details are available in NHS leaflets available from reception	No Charge
Information leaflets	These details are available in our patient information leaflet, which can be obtained from reception	No Charge