

Type	Fee
Subject Access Request (SAR) – copy of medical records	Free of charge
MBC Severely Mentally Impaired (SMI) form – tax discount	Free of charge
Concessionary Travel Pass for disabled people form – bus pass	Free of charge
Medical evidence for domestic violence victim seeking legal aid letter/report	Free of charge
Debt and Mental Health evidence form	Free of charge
Veterans UK form	We will invoice
GP private 'To whom it may concern' factual letter SEE EXCLUSION CRITERIA	£46
Disabled Students' Allowance (DSA form)	£46
MBC Annual Diabetic Declaration form (Taxi)	£46
Private Prescription	£46
Private Sick Note (Incapacity certificate)	£46
Firearms Licence Form	£92
Insurance Claim Form (i.e. holiday/ travel cancellation)	£92
Private Medical Insurance Claim Form (i.e. BUPA, Vitality, MetLife...)	£92
Factual Reports (i.e. ill health retirement, pension...)	£92
Criminal Injuries Compensation Authority Form	£92
OFSTED Childminder Health Assessment Form	£92

Medicals – ALL require F2F DOUBLE GP appointment	
Group 2 Licencing for HGV / LGV / PCV	£137
Taxi Medical	£137
Pregnancy Flight Assessment (must be within 7 days of flight)	£137
Private Medical GP Examination and Report	£137
Fostering / Adoption Medical	£137
Fee only applies if the agency specified patient is responsible to cover the costs, otherwise we will invoice the agency directly, and book appointment AFTER payment has been received	

Terms & Conditions

- Payment is required in cleared funds prior to commencing work
- Refunds:
 - If work has not already commenced
 - If GP medical examination appointment is cancelled by LHMP
 - If GP medical examination appointment is cancelled by patient: 100% when minimum 7 days prior to appointment, 50% when up to 1 day prior to appointment, 0% when same day or did not attend appointment
- Fees are stated net of VAT. VAT is not applicable at time of publication

FEES FOR NON-NHS WORK

SERVICES NOT AVAILABLE FROM LATHAM HOUSE

Effective from 1st June 2026

GP Private Letter Requests – EXCLUSION CRITERIA	
Letters for housing - council	Advise patient to contact MBC
Letters for utility providers	Advise patient to contact utility provider
Letters for all education providers (nursery, primary, secondary, colleges, universities) - i.e toilet passes, dietary forms, school fees, certificates of illness during exams, etc.	Advise patient to contact school for alternative provisions
Letters for benefit agencies (DWP, PIP, Universal Credit)	Advise patient the agency will contact us directly for a report
Letters for travel (except for diabetics) (i.e. travel accommodations, carers, extra luggage)	Advise patient to contact airline
Letters for activities (i.e. clubs, fast track passes, theme parks, etc.)	Advise patient to contact provider
Letters for proof of registration / address	Print patient summary

Type	Alternative Providers
Mental Capacity Assessments / letters	Contact the Court of Protection Or private psychiatry provider
Power of attorney	Visit: https://www.gov.uk/power-of-attorney
Blue Badge applications / letters of support	Visit: www.gov.uk/browse/driving/disability-health-condition
Benefit agency applications i.e. Work Capability Assessment booklets	Print patient summary and advise agency will contact us directly for a report
Community Service Exemption	Contact Parole Officer
Court Exemption / Jury Service	Contact the Clerk of the Court
Fitness for exercise / hazardous activity (i.e. marathon, parachuting, scuba...)	Contact a private provider
Fitness to be at sea	Visit: https://www.gov.uk/seafarer-medical-certificates
Fitness to fly (non-pregnancy)	Contact your airline Visit: www.caa.co.uk/passengers-and-public
Freedom From Infection Certificate	Contact a private provider
International Certificate of Vaccination or Prophylaxis (ICVP)	Visit: https://www.nhs.uk/vaccinations/travel-vaccinations/travel-vaccination-advice/
Travel vaccinations (non-NHS)	Visit: https://www.nhs.uk/vaccinations/travel-vaccinations/travel-vaccination-advice/
Yellow fever vaccination	Visit: https://nathnacyfzone.org.uk/search-centres
Seatbelt exemption certificate	Contact DVLA
Witnessing, character references, counter signatures	Refer to your documentation for alternative providers
Private blood tests	Contact a private provider
DNA testing	Contact a private provider

Please be advised that our exclusions list is not exhaustive and requests will be reviewed on a case-by-case basis. For all requests regarding services we do not offer, we can **print a patient summary** and advise the listed alternative.

Medical Records	Fee
Subject Access Request – copy of medical records	Free of charge
Patient Summary print out	Free of charge
Insurance company request for medical records	£52
Armed Forces request for medical records	£52
Benefit Agencies	Fee
Health Assessment Advisory Service form (UC, ESA)	Free of Charge
Capita PIP form	£33.50
DWP SR1 / DS1500	£17
Insurance	Fee
Insurance Claim reports from insurance providers	£92
Medical Insurance Applications from insurance providers	£137
Targeted report (single condition)	£92
Supplementary report, further information request	£46
Insurance company request for medical records	£52
DVLA	Fee
Medical Questionnaire	£62.50
Patient examination and report (F2F 30 min appt)	£85
Medicals	Fee
Fostering / Adoption Report	£92
Fostering / Adoption examination and report (F2F 30 min appt)	£137
Private medical report	£92
Private medical examination and report (F2F 30 min appt)	£137
Employment medical report	£92
Employment medical examination and report (F2F 30 min appt)	£137
Armed Forces	Fee
Medical Questionnaire	£92
Armed Forces request for medical records	£52
Veterans UK report	£39.09
Solicitors	Fee
Subject Access Request – copy of medical records	Free of Charge
Court Order Report	£50.40 per patient
Other	Fee
Safeguarding Reports / Case Conference (Payable by ICB)	£50 per patient
Clinical Trial Participation Report	£88
Other	POA

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- Payment is required in cleared funds prior to commencing work
- Reports will only be released once payment has been received (trusted partners may be offered more flexible terms)