



# Information Leaflet for Private Paying Patients

## Paying For Your Treatment

All major Debit/Credit cards accepted  
if making payment by telephone  
please contact

Income Department, Omagh.  
**(028) 8283 5193**

Cash Office, Altnagelvin.  
**(028) 7134 5171 ext 214547/8**

South West Acute Hospital.  
**(028) 6638 2395 ext 255501**

Finance Department,  
Admin Offices, Gransha Park,  
Derry/Londonderry  
**(028) 7186 5277**

## For Further Information Please Contact

Paying Patients Office,  
Altnagelvin Hospital.  
**T: 00 44 (0) 28 7134 5171 ext 214959**  
**M: 00 44 (0) 771 485 5289**

Paying Patients Office,  
South West Acute Hospital.  
**T: 00 44 (0) 28 6638 2520 ext: 255502**  
**M: 00 44 (0) 791 712 8947**

## Supporting The Hospital

Income from private patients  
makes a valuable contribution  
to the running costs of the  
hospital.



# Information Leaflet for Private Paying Patients



## What Is A Private Patient?

Private patients are patients who give an undertaking (or for whom one is given) to pay charges for accommodation and services.

### Inpatient/Day Case

If you are coming into the hospital as a private patient, either as an inpatient or for a day-case procedure (day case procedure is when a patient is admitted and discharged on the same day), your Consultant should be able to give you a cost for your treatment. You must check that the price provided includes hospital charges. Alternatively you should contact the Paying Patients Officer (PPO) who will give you the hospital charges.

There will be an overall charge for your hospital treatment which will include the cost per night, costs of x-rays, bloods, pharmacy and operating theatre time, this may vary depending on what procedure you are having. More detailed diagnostic investigative procedures will be an additional cost e.g. MRI scan.

**THE TRUST WILL ONLY BILL FOR HOSPITAL CHARGES. CONSULTANT'S PROFESSIONAL FEES ARE ADDITIONAL TO THE HOSPITAL COSTS & WILL BE BILLED SEPARATELY BY THE CONSULTANT.**

### Outpatient Appointments

**There is a hospital charge for outpatient appointments.** This charge usually covers the use of accommodation and facilities, investigative tests, bloods and costs of x-rays. More detailed diagnostic investigative procedures will be an additional cost e.g. MRI scan.

Outpatient appointment costs vary depending on specialty.

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### What Do You Need To Do?

- If you have private medical insurance you should check your policy to ensure that you have the correct level of insurance cover
- You should notify your insurance company in advance of treatment, to check you have adequate cover
- Discuss your medical insurance with the Consultant to enable the Consultant to obtain the relevant approval or pre authorisation (if applicable)
- If you do not have private medical insurance you need to pay for your treatment in advance of admission.

- Contact the Paying Patient office to discuss cost and payment methods and pay for your treatment in advance of admission
- Consultant's professional fees are additional to the hospital costs
- You should report to the admission office when you arrive in hospital and inform staff that you are a private patient or, if you are being admitted straight to the ward, please inform the Nurse in charge that you are a private patient.

You will be asked to complete an Undertaking to Pay Form (UTP) by the admission staff when you are being admitted or PPO will visit you on the ward and ask you to pay for your treatment. You must include details of private medical insurance on this form. If you have no private medical insurance and have not paid in advance you will be billed directly for your treatment.

Charges are reviewed annually and any changes will come into effect on that day.