



Freedom of Information Publication Scheme

Date:.....16/07/2018.....

*Class 1 - Who we are, what we do
(organisational information, structures, locations and contracts) Published Information*

How it can be obtained: Hard copy, Website

Cost: Free

Principals: Dr Sean O’Hara, Dr Emma O’Hara and Dr Steve Hackett

| | NAME | GDC No. | Full Or Part Time | 1 st Registered |
|-------------------------|-----------------------|---------|-------------------|----------------------------|
| <i>Dentists</i> | Dr Sean O’Hara | 61952 | F/T | 1987 |
| | Dr Emma O’Hara | 62983 | P/T | 1987 |
| | Dr Steve Hackett | 63344 | F/T | 1988 |
| | Dr Grig Popovici | 176210 | P/T | 2009 |
| <i>Hygienist</i> | Mrs Savka Hodson | 4476 | P/T | 1993 |
| <i>Dental Nurses</i> | Miss Amy Ackerman | 211591 | F/T | 2011 |
| | Mrs Sue Jenkins | 130855 | P/T | 2008 |
| | Mrs Lorna Earle | 12898 | F/T | 2008 |
| | Miss Becky Farmiloe | 254517 | F/T | 2014 |
| <i>Practice Manager</i> | Mrs Lucy Moritzen | | F/T | |
| <i>Receptionists</i> | Mrs Lynda Kinchington | | P/T | |
| | Mrs Hayley Lampard | | P/T | |
| | Miss Louise Dennis | | P/T | |

CONTACT INFORMATION:

| | |
|-------------------------|---|
| <i>PRACTICE ADDRESS</i> | 119a Winchester Road Chandlers Ford SO53 2DR |
| <i>TELEPHONE</i> | 02380 262607 and 02380 275271 |
| <i>E-MAIL</i> | reception.fdp@btconnect.com lucy.moritzen@btconnect.com (practice manager) |
| <i>WEB</i> | www.fryerndental.co.uk www.hampshireimplantcentre.co.uk |
| <i>OPENING HOURS</i> | Monday 8am to 5pm Tuesday 9am to 5pm Wednesday 8am to 5pm Thursday 9am to 5pm Friday 8am to 3pm |



Class 2 – What we spend and how we spend it

| <i>Published Information:</i> | <i>Availability:</i> | <i>Cost:</i> |
|---|--|---|
| <ul style="list-style-type: none"> Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit Information about the previous and current financial years. | Unavailable | n/a |
| <ul style="list-style-type: none"> Total annual provision of our contracted services (apportioned costs) The practice provides NHS (to under 18's) and private treatment to patients. We are currently contracted for 1000 UDAs per annum. | Information regarding the annual costs to the practice to deliver our NHS services is available from the practice principle. | 20p per copy £8 per CD or memory stick |
| <ul style="list-style-type: none"> Details on NHS funding received by the practice and the cost of operating the NHS contract. | There is currently no NHS funding received by the practice | n/a |

Class 3 - What our priorities are and how we are doing (Strategies and plans, performance indicators, audits, inspections and reviews) Published Information current and previous year.

| <i>Published Information:</i> | <i>Availability:</i> | <i>Cost:</i> |
|---|--|---|
| <i>Plans for the development and provision of NHS services</i> | the practice currently has no plans regarding the development and provision of NHS services | n/a |
| <i>Performance data including performance targets</i> | Information regarding targets and our performance against them is available from the practice principle. | 20p per copy £8 per CD or memory stick |
| <i>Practice inspection. Inspection reports by regulators: the Care Quality Commission (CQC)</i> | Our latest CQC report is available on the CQC website at: http://www.cqc.org.uk/location/1-209986697 | |

Class 4 – How we make decisions (decision making processes and records of decisions) Published information current and previous year.

| <i>Published Information:</i> | <i>Availability:</i> | <i>Cost:</i> |
|--|--|---|
| <i>Records of decisions made in the practice affecting the provision of NHS services</i> | As a small company management decisions are not always recorded. Information may be available from the practice principle. | 20p per copy £8 per CD or memory stick |



*Class 5 – Our policies and procedures
(current written protocols, policies and procedures for delivering our services and responsibilities)
Published information - current.*

| <i>Published Information:</i> | <i>Availability:</i> | <i>Cost:</i> |
|---|--|---|
| <i>Policies and procedures about customer service</i> | Our patient experience policy (FDP233-PEX) is available from reception. | 20p per copy £8 per CD or memory stick |
| <i>Policies and procedures about employment of staff</i> | Information available from reception includes, but is not limited to: FDP222H – recruitment and selection policy and procedure FDP233-EIN – employment and induction policy FDP227A – disciplinary procedure FDP227B – grievance procedure FDP227D – capability procedure | 20p per copy £8 per CD or memory stick |
| <i>Equality and diversity policy</i> | FDP233-EQD - equality, dignity and human rights policy, available from reception | 20p per copy £8 per CD or memory stick |
| <i>Health and safety policy</i> | FDP250C – health and safety policy available from reception | 20p per copy £8 per CD or memory stick |
| <i>Infection control policy</i> | FDP257A – infection control policy FDP257B – infection control procedures Available from reception | 20p per copy £8 per CD or memory stick |
| <i>Radiation protection checklist</i> | Information from our radiation protection folder is available from the practice manager | 20p per copy £8 per CD or memory stick |
| <i>Complaints procedures (including those covering requests for information and operating the publication scheme)</i> | G110C – complaints procedure is displayed in reception and on the practice websites. Copies are available from the practice manager | Free |
| <i>Records management policies (records retention, destructive and archive)</i> | FDP233-REM – record management policy is available from reception | 20p per copy £8 per CD or memory stick |
| <i>Confidentiality and data protection policies</i> | FDP233-CON – confidentiality policy FDP233-DPT – data protection policy Available from reception | 20p per copy £8 per CD or memory stick |
| <i>Policies and procedures for handling requests for information</i> | Requests for information are covered in our data protection policy (FDP233-DPT), which is available from reception | 20p per copy £8 per CD or memory stick |
| <i>Practice information leaflet</i> | Available at reception | free |



*Class 6 – Lists and registers
(currently maintained lists and registers only)*

| <i>Published Information:</i> | <i>Availability:</i> | <i>Cost:</i> |
|-------------------------------|----------------------|--------------|
| <i>None held</i> | | n/a |

*Class 7 – The services we offer
(information about the services we offer, including leaflets, guidance and newsletters produced by the public)
Current information only*

| <i>Published Information:</i> | <i>Availability:</i> | <i>Cost:</i> |
|--|---|--------------|
| <i>The services provided under contract to the NHS</i> | Information about the services we offer is outlined in our practice information leaflet, which is available from reception and on our websites. | free |
| <i>Charges of any of these services</i> | Information regarding charges for NHS services is in our practice information leaflet available from reception and on the websites. | free |
| <i>Information leaflets</i> | We have a range of leaflets, free of charge and available at reception, including: <ul style="list-style-type: none"> • Safeguarding Your Personal Information • Practice Information Leaflet • Dental Implants Information • Periodontal Disease • Dental Phobia • Home instructions for Post Extraction • Home instructions for post minor oral surgery • Root Canal Treatment • Oral hygiene at home • Tooth whitening • Wisdom Tooth Removal • Tooth Decay in Children • Tooth Decay in Older Adults | Free |