



## Imperial College Health Centre

### EMIS Access—Internet Appointment Booking Facility

Imperial College Health Centre now offers an online booking facility with a programme called EMIS Access. This quick and easy service enables you to book or cancel your appointments online at any time of the day or night. It also enables you to update your address or telephone number without coming into the surgery.

This service can only be used to book routine appointments with the doctor. **These are 10 minutes long.** If you feel you need longer than this, please contact reception on 020 7584 6301 (internal 49375/6) to book your appointment.

For all other appointments e.g. nurse / travel clinic or Medicals, please contact reception or visit [www.imperialcollegehealthcentre.co.uk](http://www.imperialcollegehealthcentre.co.uk) for more information.

Please complete all the sections below **clearly and in capitals (especially your email address)** and sign to confirm you have read the conditions of use.

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Telephone No. \_\_\_\_\_

Email address (preferably IC / RCM) \_\_\_\_\_

#### Conditions of use—Imperial College Health Centre

In order to maintain the quality of service we provide we have strict rules regarding online appointment booking. Failure to adhere to these rules will result in Access services being suspended and you will no longer be able to use our online booking service.

- Please cancel any appointments that are not needed at least 24 hours prior to your appointment time. This ensures that any cancelled appointment slots can be used by other patients.
- Failure to attend an appointment booked online will result in the immediate withdrawal of Access services.

Signature \_\_\_\_\_ Date \_\_\_\_\_