

TO BE OPENED BY ADDRESSEE ONLY

Patient Name

Address

Business Services Organisation
Family Practitioner Services (FPS),
2 Franklin Street,
Belfast
BT2 8DQ
Tel: 028 9536 3295

Reference Number:

Date:

Dear Patient,

According to our records you are currently registered with a GP in Northern Ireland as a visitor and the date that your visit was due to end has passed. If your circumstances have changed and you are remaining in Northern Ireland and wish to remain registered with a GP. You must provide us with documentary proof of your entitlement.

Please respond within 14 days from the date of this letter.

What you need to do now

Select one of the following statements which best describes your circumstances.

☐ *I have a valid Biometric residency permit (BRP) issued by the Home Office and paid the Immigration Surcharge, **or***

☐ *I have a valid E Visa with UK Immigration account with the Home Office and can provide a Share Code to check my current immigration status, **or***

☐ *I have a letter from the Home Office confirming my immigration status, **or***

☐ *I am a British/Irish national staying in Northern Ireland and wish to use an exemption under the visitor rules to continue accessing health care in NI, **or***



☐ *I am a British/Irish national and have taken up permanent residency in Northern Ireland.*



Now take a picture of your letter from the Home Office or other supporting document(s) and e-mail to ATR.BSO@hscni.net or

Post a copy of your supporting document(s) along with this letter to

Visitor Registration Team
Family Practitioner Services
2 Franklin Street,
Belfast,
BT2 8DQ

Only send copies of documents, as the BSO do not accept responsibility for the loss or return of original or copy documents.

What happens if I don't respond

Your registration with a GP in Northern Ireland will be cancelled and you will have to re-apply before you can access GP services. You may also be charged for any hospital treatment you receive.

If you need help or have a query regarding this matter, require this information in an alternative language or format, or have any special requirements, please contact us using one of the following methods, where a member of our team will be happy to help you.

Telephone Number: 028 9536 3295*

Text Relay Service: 028 9536 3295 (using a text phone)

Email: ATR.BSO@hscni.net

Yours faithfully

Visitor Registration Team
Business Services Organisation

*You will be charged at the standard rate plus any charges applied by your phone provider.

Assistance with Translation

This letter can be accessed using the QR code below, where you can translate the information into your first language.



If you reside in the **Newry, Mourne and Down Council Area** you can obtain assistance to complete this form by contacting one of the Newry, Mourne & Down Ethnic Minority Support Centres.

Email: ethnicsupport@nmandd.org

Tel: 07837 406859

If you reside the **South Eastern Trust of Belfast area** you can obtain assistance to complete this form by contacting Monika at North Down YMCA.

Email monika@northdownymca.org

Tel: 07591 840529

If you reside in **Armagh City, Banbridge & Craigavon area** you can you can obtain assistance to complete this form by contacting Community Intercultural Programme. Contact <https://www.communityni.org/organisation/community-intercultural-programme>

Telephone: 028 3839 3372

If you reside in the **Mid-Ulster area** you can you can obtain assistance to complete this form by contacting Step NI.

Email: advice@stepni.org

Tel: 028 8775 0211