

THE CEDARS SURGERY
26 Swanley Centre
Swanley
Kent
BR8 7AH

LICENSING PARTNERSHIP
24 JAN 2012
SEVENOAKS DISTRICT COUNCIL

Tel: 01322 663111 Appts: 01322 612686 Fax: 01322 614867

Dr DI Jones
Dr S Trehan. Dr R Syed. Dr C Corney. Dr C Williams. Dr K Giakoumi.

IJ/MB

20th January 2012

Mrs Leeann Leeds
Taxi Licensing Team
Licensing Partnership
PO Box 182
Sevenoaks
Kent TN13 1GP

Dear Mrs Leeds

Re: Medical Tender

Thank you very much for your letter of the 4th January 2012 inviting the Cedars to reapply for a further three year contract to provide medical examinations for applicants of Hackney Carriage and Private Hire driver licences. We are currently a six doctor Practice with two male doctors, Dr Jones and Dr Corney. We also have four female doctors, Dr Williams, Dr Trehan, Dr Syed and Dr Giakoumi. Dr Jones has worked as a medical examiner for Sevenoaks Council providing taxi driver medical examinations for the last nine years and is currently doing the majority of taxi driver medical examinations at the Cedars.

The Surgery is situated within the Swanley shopping centre at the junction of the M20 and M25 motorways. It is surrounded by four free car parks providing very convenient access from the M25, M20 and A2. We will see clients within five days of request for a medical examination and every attempt will be made to see urgent clients sooner. All reports will be posted within 24 hours. We have a standard protocol for examination and also a standard questionnaire which is used for all medicals.

The Practice can confirm:

- a) The Practice is prepared to carry out a medical examination to Group 2 levels on all licence applicants and other requested examinations for Sevenoaks Council as advised by the Drivers Medical Group.
- b) That the Practice will use a medical questionnaire provided by the Council to applicants and drawn up in consultation with the Practice. This questionnaire will be completed by applicants for licences prior to any medical examination and brought with them to that examination.

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- c) The examining doctor will complete a certificate which will indicate only the fitness or non fitness of the applicant to be licensed, one copy of which will be handed to the applicant and one copy will be sent to the Council as a matter of urgency in a prepaid addressed envelope, the third copy will be kept on the applicants file at the Practice.
1. The cost of a three yearly medical examination would be £50 for new applicants and all drivers on licence renewal
 2. A medical review will be charged to the Council at £45
 3. The retainer fee will be £1,000 per annum
 4. The above cost will be held for a period of 3 years

If a female doctor is required we now have four female doctors available. If the Council requires an additional medical examination then the Practice will be happy to perform this urgently at a reasonable fee.

If an applicant is certified as medically unfit to drive a Hackney Carriage or Private Hire vehicle then the doctor certifying the person as unfit will be prepared to attend Court to justify the decision should the person appeal.

The policy of the doctors at the Cedars Surgery is that we would always be available to discuss any problems with the person authorised to grant licences on behalf of the Council and that the most up to date DVLA guidelines are used.

The duplicate questionnaires are currently held at the Practice and scanned onto the driver's record when completed, then filed. We think there is no need to duplicate the questionnaire and would be happy to use a single copy of ordinary paper to save on printing costs.

Yours sincerely



Dr Ian Jones