

Medical Centre Hours

Doctors and Nurses available 8.30am to 5.00pm Monday to Friday.

Closed all public holidays.

For Medical attention outside Medical Centre Hours please contact the After Hours Medical Centre (AMC) 17 Adelaide Rd Newtown 3844944 open daily 8am to 9pm. After 9pm go to Wellington Public Hospital Riddiford Street Newtown. Practice Plus the online service is also available <https://practiceplus.nz>

**Healthline for telephone advice
0800 611 116**

**IN AN EMERGENCY DIAL
111 FOR AN AMBULANCE**



Check out our website

<http://plimmerstepsmedical.co.nz>

We welcome your feedback, there is a suggestions box at reception.

Access

From Lambton Quay

1. Walk up one flight of Plimmer Steps turn left into the Plaza opposite the AA Centre
2. Escalators or lift access from Lambton Quay at the rear of the Plaza

From Boulcott Street

1. Walk down Plimmer Steps and turn right into the Plaza.
2. Lift Access from Level 6, 84 Boulcott St or Level 4, 84 Boulcott St Grand Annexe Entrance

Tournament Car Parking available in the Plimmer Towers Building accessed from Gilmer Terrace or Wilson Parking 84 Boulcott Street

**DISABLED TOILET FACILITIES
ARE AVAILABLE**

**PLEASE LET US KNOW IF YOU
HAVE ANY COMMUNICATION
DISABILITIES AND WE WILL
PROVIDE EXTRA HELP**

LEVEL 2
342 LAMBTON QUAY
WELLINGTON 6011



**WELCOME TO
PLIMMER
STEPS
MEDICAL CENTRE LP**

WELLINGTON



**Ph 472 6024
plimmerstepsmc@southlinkgp.co.nz
nz**

Services Offered Include

General Practice Consultations

Sexual Health Consultations

Mirena & Jadelle Insertion

Travel Vaccinations

Cardiovascular Risk Assessments

Smoking Cessation Advice

Weight Loss Advice

Children's Vaccinations

Liquid Nitrogen

Minor Surgery

Maternity Care (up to 13 weeks)

Blood Tests

Insurance Medicals

Flu Vaccinations

ACC Care

A fee in addition to the standard charge may apply to some of these services



General Information

Appointments: For appointments (usually 15 mins) please contact the Surgery by telephone. Should you require more time an extra fee will be payable. Appointments not kept or cancelled will incur a fee. We have a text to remind service for appointments. Please provide your cellphone number or inform us if you wish to opt out of this service.



Repeat Prescriptions (fee applies): Repeat prescriptions are available by telephoning the Surgery Script line or via Manage My Health. The Doctor will need to see you at least yearly. In certain circumstances blood pressure/weight readings may be required prior to scripts being issued. All scripts are now e-scripts. The script line is cleared twice daily but please allow up to 24-48 hours for collection, urgent scripts will incur an extra fee. Make sure to list all medications that are required and nominate the Pharmacy the script is to be emailed to.



Payment of Fees: Payment of fees is expected at the time of consultation. A \$5 administration fee will be added to your account if not paid within 7 days. A full list of prices is on display at reception. Payment options: Cash, EFTPOS, Mastercard, Visa, Phone and Internet Banking.



Results: Patients will be notified of results by text, letter or through MMH. In certain circumstances you will receive a telephone call. If you do not hear please contact the Surgery. Reception staff are not able to give results.

Changes of Address: Please keep us informed.

Cellphones: Please turn cellphones off or to si-

lent while in the Surgery.

Recalls: Plimmer Steps Medical Centre will send either a text or letter when a test/procedure is due. If you think something is due and have not received a reminder please contact the nurse.



Referrals: Patients will need a Doctors appointment.

Private Specialists Referrals: A letter will be forwarded to the Specialist and patients need to make their own appointments.

Public Hospital Referrals: A letter will be sent by the Doctor to the hospital and the patient should hear from the hospital within 4 weeks. If not patients can contact the hospital directly or advise Plimmer Steps Medical Centre.



Use of Email Communication: Emails are checked regularly but please be aware this is not a secure method of sending information.



Manage My Health: Is our online service please see separate brochure or ask a staff member. This is a more secure way of communicating.

Christmas/New Year Holidays: Please note that the Surgery closes for 2 weeks over Christmas/New Year.

Staff

Dr Claire Jackson (M, Tu, W, Th)

Dr Kim Williams (M, W, F)

Dr Olga Vigin (Tu, W, Th, F)

Amber, Anna & Jacqui - Nurses

Elsie, Christine, Katrina & Macy - Admin