

MEDICOLEGAL REPORTS TERMS AND FEE STRUCTURE

1) **Standard Medico-legal Reports** Standard medicolegal reports are compiled from medical records and photographs etc and are charged at a basic rate of £300 per hour. These are produced between 4 and 6 weeks of the instruction and are dispatched by Recorded Delivery. The Report is supplied printed on high quality white paper and also on coloured paper, as many clients find that this allows better visibility when the report is part of a large stack of documents. When patients are examined this is also charged at £300 per hour standard rate, and there will be extra charges for travel time and mileage if the examination is not held at the McIndoe Surgical Centre.

2) **Premium Reports** We understand that it is often necessary to source medical reports at short notice, and we therefore offer a Premium rate service for situations where limited time is available. The Reports are formatted as for the Standard service The Premium rate is £350 per hour and a supplement of £200 for the extra administrative charge. These Reports are also dispatched by standard Recorded Delivery although a courier service can be used at an additional cost. The Premium service guarantees to deliver your completed Report within 14 days of receipt of all documents and the examination of the patient, if appropriate.

3) **Premium Plus Reports** In exceptional circumstances you may require your report in less than 14 days. In this situation we may be able to offer a Report more quickly, however, this will depend on the volume of information that needs to be considered, and Miss Cubison's availability. The cost for this service are Premium rate (as above) with an additional £200 for each day less than 14 days that are available for the Report's preparation.

4) Medical photography.

If the patient is examined as part of the compilation of the report it is recommended that high quality medical photographs are obtained. These are taken by professional medical photographers and are supplied as two copies of prints, with an electronic copy if requested. There is a charge of £100 for this service.

5) Payment

Please note that in ALL cases payment must be received prior to the dispatch of the Report. For standard reports you will receive a confirmation email when the report is completed. The full report will be dispatched to you when payment is received. If Premium or Premium Plus Reports are requested please ensure that an appropriate method of payment is arranged (which can include Bank Transfer) so that the delivery of the Report is not delayed on grounds of payment. In certain circumstances after an assessment of the documentation it may be possible to agree a fixed release fee so cheques can be raised in advance allowing reports to be released quickly. After the report is completed the final price will be determined and adjustment payments can be made within 30 days of the invoice date.

6) **Attendance at Court** Attendance in Court is charged at a basic rate of £1000 per half day or part thereof, plus travel expenses. Six weeks notice is usually required to schedule a Court appearance. Should Miss Cubison not be required to attend, after she has been booked, cancellation charges will be raised as follows: At less than 1 week's notice – full charges apply. Less than three week's notice 50% charge applies. Cancellations at 3-6 weeks' notice 25% charge would apply. Cancellations at more than 6 weeks notice would not be charged