**Important information from your doctor’s surgery**

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|  | Hello, my name is K and I work at your doctor’s surgery. |
|  | I work as a care coordinator.Care-coordinator is a healthcare worker. My job is to make sure that you get the help from your doctors’ surgery you need.  |
|  | I would like to get to know you. |
|  | I work on:* Monday
* Tuesday
* Wednesday
* Thursday
* Friday.
 |
|   Am Pm | I work from 8am to 4pm during the week.Sometimes I work on a Saturday too, but this is not usual.  |
|  | What can you talk to me about?* Your Health Check
* Reasonable adjustments you need
* Your health and support needs
* Things that worry you or you need help with
 |
|  | If you want to talk to me, here are my details:**Email:****Phone number:** *(This number will not cost you more than usual)* |
|  | I look forward to meeting you.Thank you.  |