Annex 1

PMS Agreement Transfer to GMS Contract – Template Letter (Essential Services)

[*date*]

Dear [*name*]

Contract No [insert contract number]

Thank you for contacting us. I acknowledge receipt of your notice dated [*date*] requesting a transfer of your PMS agreement to a GMS contract.

On review of your current PMS agreement, I note that you do not provide essential services.

Regulation 19 of the National Health Service (Personal Medical Services Agreements) Regulations 2004 states:

*"A contractor which is providing essential services and which wishes a general medical services contract to be entered into pursuant to this regulation shall notify the Board in writing at least three months before the date on which it wishes the general medical services contract to be entered into."*

We cannot approve your request to transfer your PMS agreement to a GMS contract as you do not meet the criteria required.

If you do not agree with this decision you have the right to raise your dispute with the Secretary of State in accordance with regulation 9(2) and (3) of the National Health Service (General Medical Services Contracts) Regulations 2015 (pre-contract disputes).

Yours sincerely

[*name*]

[*title*]