**Annex 6**

**Template Breach Notice**

*[This Annex is provided as a template only and the Commissioner should ensure that appropriate advice and support has been sought prior to issuing such a notice]*

Dear [*Name*]

Breach Notice

Following our recent communications and discussion on the [*insert date(s)*], we hereby serve notice that we consider that you are in breach of your [*GMS/PMS/APMS*] [*contract/agreement*] dated [*insert* *start* *date* *of* *contract*] (the "Contract") on the following grounds:

We consider that you are in breach of [i*nsert clause relevant numbers from the contract*] of the Contract. This states:

"[*insert wording of relevant clause*]"

We consider that you are in breach because [*insert details of the breach with any evidence relied upon in reaching this decision*].

We require that you do not repeat this breach.

If you repeat this breach or otherwise breach the Contractresulting in a Remedial Notice or a further Breach Notice, we may take steps to terminate your Contractor consider the imposition of Contract Sanctions.

If you do not agree with our decision to issue this Breach Notice, you should contact us within 28 days of this notice. If, after making every reasonable effort, we are unable to resolve the dispute, you may wish to refer the matter to the NHS dispute resolution procedure by sending a written request to:

Postal address: NHS Resolution, Primary Care Appeals

8th Floor, 10 South Colonnade, Canary Wharf, London, E14 4PU

Email: [nhsr.appeals@nhs.net](mailto:nhsr.appeals@nhs.net)

You do, of course, retain the right to seek support from your representative or defence body or Local Medical Committee.

Yours sincerely

[*Name*]

[*Job title, etc*]