

Strictly Private and Confidential

John Sample
Sample St
Sample

DOB: 01/01/1841
Patient ID: ABCDEFG

16 February 2024

Please reply to validate your place on our waiting list

Dear John,

You are on our hospital outpatient waiting list for an appointment with a consultant. We are sorry that you are still waiting. We want to provide valuable services to our patients as soon as we can. That is why we are checking our waiting list.



We need you to please reply. Do this **even** if you have recently been in contact with the hospital. **Reply by Tuesday 05 March 2024.** If you **do not** you may be removed from our waiting list, and your GP (family doctor) would then be informed. You can reply online using the instructions in the leaflet enclosed **or** by post using the freepost envelope provided. **If you reply online, you do not need to post this page.**

Question: Do you still require an appointment? (tick one box only)

Yes, I still require an appointment No, I no longer require an appointment

If "No", please give reason: _____

Please sign: _____

Patient ID. ABCDEF
Pathway No. GHUJKL

If you have any questions about the above, please phone 00 123456789

Kind regards,
Validation team, Waiting List Office Monday to Friday, 9am to 5pm

This letter was facilitated by the National Treatment Purchase Fund (NTPF). The NTPF works to ensure waiting lists are accurate. More information, including GDPR (data protection) information, is on the website www.ntpf.ie

Please reply online to validate your place on our Waiting List
If you reply online, you do not need to sign and return the letter provided.

To reply online follow steps 1 to 3 below.



Go to our website

Go to
www.waitinglist.ie
Or
Scan the QR code



QR code



Enter access code
&
Patient date of birth

Your access code
<input type="text"/>
Patient date of birth
<input type="text"/>



Submit your reply

Confirm if you still
require hospital care or not

Thank you

Facilitated by the National Treatment Purchase Fund (NTPF). The NTPF works to ensure waiting lists are accurate. More information, including GDPR (data protection) information, is on the website www.ntpf.ie