

## **Making your Imaging Appointment**

Your doctor has made an electronic request for your imaging examination. This will take place at either St Peter's Hospital or Ashford Hospital.

To make an appointment please ring the Imaging Department Appointments Team on:

## 01932 723054

We are open from 08:00 to 16:00 hrs Monday to Friday

Depending on the type of examination, the appointment will usually take place within 2 – 6 weeks.

The earliest slot may not be at the site of your choice, however if possible we will try to accommodate your requirements.

Please use this form as a temporary record of the details of your appointment. You will receive an appointment letter through the post in due course with details of the procedure and any necessary preparation.

Appointment Date: \_\_\_\_\_

Time:
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Site: \_\_\_\_\_

If we have not heard from you within 5 working days we will send an appointment for the earliest available slot through the post.

Appointments Team, Imaging Dept., Ashford & St Peter's Hospitals NHS Foundation Trust



## **Further Information**

We endeavour to provide an excellent service at all times, but should you have any concerns please, in the first instance, raise these with the Superintendent Radiographer, Senior Radiographer or Manager on duty. If they cannot resolve your concern, please contact our Patient Experience Team on 01932 723553 or email <u>asp-tr.patient.advice@nhs.net</u>. If you remain concerned, the team can also advise upon how to make a formal complaint.

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