

# Statement of Purpose

MSI Reproductive Choices UK





### **Table of Contents**

| Aims and Objectives  | 3  |
|--|--|
| Objectives<br>Measurements   | 3<br>3   |
| UK Management Structure  | 5  |
| UK Treatment Regional Structure – Overview   | 6  |
| UK Treatment Centre – Registered Manager Summary   | 7  |
| UK Organisation Information  | 8  |
| MSI Reproductive Choices<br>Registered Provider<br>Regulated Activities<br>Management<br>MSI Reproductive Choices UK Team  | 8<br>8<br>9<br>9   |
| MSI Reproductive Choices UK Centres  | 10   |
| Accommodation<br>Termination of Pregnancy Services<br>Sexual Health Services<br>Counselling<br>Telephone consultation<br>Vasectomy Services<br>South West Region<br>London West Region<br>London Central Region<br>London Central Region<br>South East Region<br>South East Region<br>South East Region<br>North West Region<br>North West Region<br>North East Region<br>Midlands South Region<br>Midlands South Region<br>Midlands East Region<br>Midlands East Region<br>Midlands East Region<br>Midlands East Region<br>Midlands East Region | 10<br>10<br>10<br>10<br>11<br>11<br>13<br>15<br>16<br>17<br>19<br>20<br>21<br>22<br>24<br>22<br>24<br>26<br>27<br>28 |
| Patient Guide  | 29   |
| Safeguarding<br>Data Protection<br>Information for patients<br>Patient Health Records<br>Feedback<br>Audit   | 29<br>29<br>29<br>30<br>30<br>30   |
| Complaints Advice  | 31   |
| Telephone Complaint<br>Written Complaint<br>Standards<br>Confidentiality<br>Unresolved Complaints  | 32<br>32<br>32<br>32<br>32<br>33   |



# **Aims and Objectives**

MSI Reproductive Choices is a charity providing a range of reproductive healthcare services. MSI Reproductive Choices UK is a country programme within MSI Reproductive Choices.

Our mission is to ensure the individual's fundamental right to have children by choice not chance. The objectives and measurements that support this mission are:

# Objectives

- To provide high quality, affordable, professional, patient-oriented services.
- To continuously strive to improve the quality of our services.
- To maximise the added benefits and value offered to our patients.
- To differentiate MSI Reproductive Choices UK services from those of our competitors.
- To listen to our stakeholders and be responsive to their comments.

### Measurements

MSI Reproductive Choices UK will ensure that progress against objectives is monitored by:

- Analysis of business intelligence, including quality performance data and patient feedback operating within a robust governance framework
- Continual quality improvement through regular internal and external quality reviews, compliance monitoring and clinical audit
- Conducting regular audits to inform service improvements
- Undertaking market research



# Our mission

Your choice, our support

# **Our vision**

A world in which every birth is wanted

# **Our values**

Mission driven: With unwavering commitment, we exist to empower women and men to have children by choice not chance.

Patient centred: We are dedicated to our patients and work tirelessly to deliver high-impact services that meet their individual needs.

Accountable: We are accountable for our actions and focus on results, ensuring long term sustainability and increasing the impact of the Partnership.

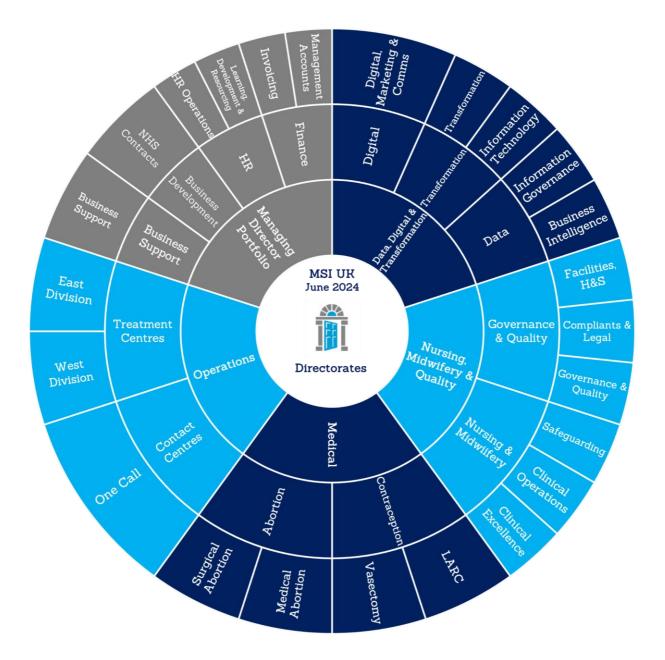
Courageous: We recruit and nurture talented, passionate and brave people who have the courage to push boundaries, make tough decisions and challenge others in line with our mission.

Resilient: In challenging situations, we work together and support each other, adapting and learning to find a solution, whatever we're up against.

Inclusive: We believe that diversity is a strength. We all play our part in creating a culture where every team member can thrive, feel valued and contribute meaningfully to our mission, and where all our clients feel welcome and supported.

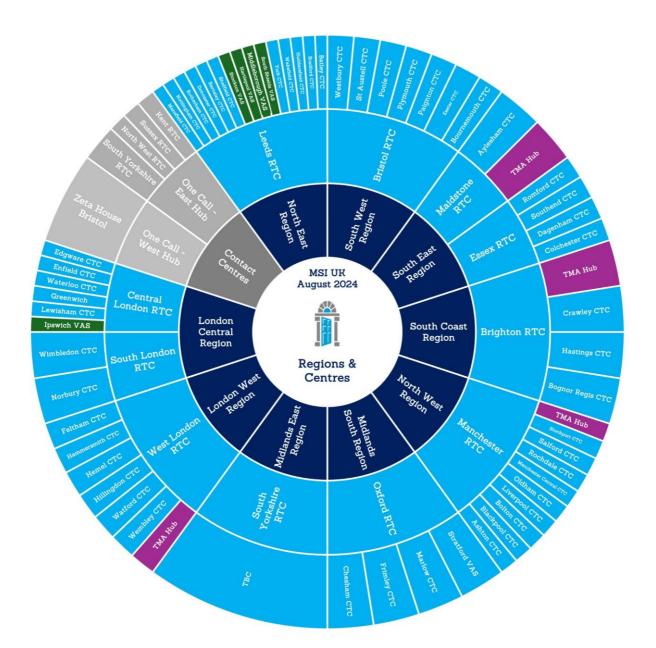


# **UK Management Structure**



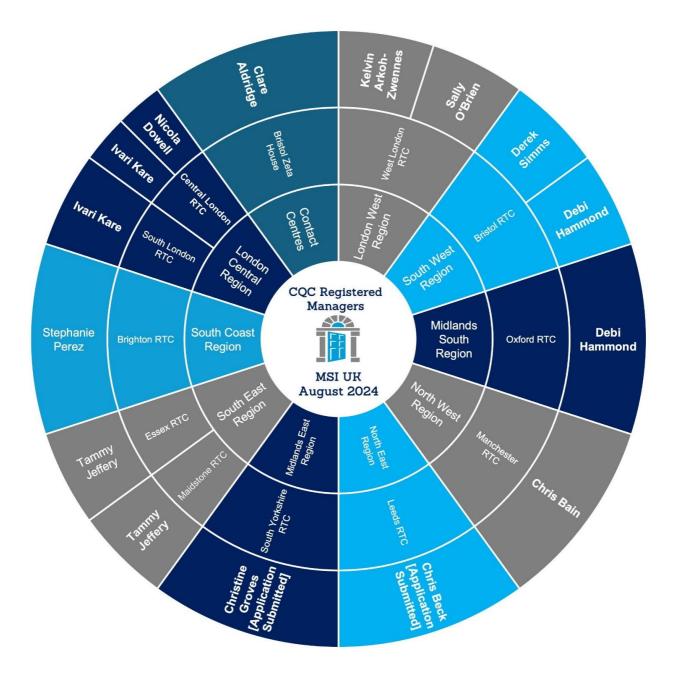


# **UK Treatment Regional Structure – Overview**





# **UK Treatment Centre – Registered Manager Summary**





# **UK Organisation Information**

# **MSI Reproductive Choices**

MSI Reproductive Choices is a registered charity (No.265543) providing a range of reproductive healthcare services. Company number: 1102208.

# **Registered Provider**

MSI Reproductive Choices 1 Conway Street Fitzroy Square London W1T 6LP

Tel: 020 7636 6200 Email: governanceandquality@MSIChoices.org.uk

Care Quality Commission Provider Registration no: 1-102643434

# **Regulated Activities**

- Termination of pregnancies
- Surgical procedures
- Family planning
- Treatment of disease, disorder or injury
- Diagnostic and screening procedures
- Transport services, triage and medical advice provided remotely



# Management

### Mr Simon Cooke: CEO MSI Reproductive Choices

Simon joined MSI Reproductive Choices in 2013 with more than 20 years of international management, marketing and sales experience in a range of developed and developing countries including North Africa, Asia, Latin America, the Nordics, the Gulf, the Levant and Iran. Before coming to MSI Reproductive Choices he was CEO of SuperMax, a personal care product marketing organisation based in the Middle East. He has also held senior leadership positions at both Procter and Gamble and Reckitt Benckiser. Simon is committed to bringing his expertise and experience to fulfil our mission of children by choice, not chance.

### Mr Richard Bentley: Managing Director MSI Reproductive Choices UK

Richard joined MSI Reproductive Choices UK in September 2017. He has extensive senior level experience within leading people-centric and service-oriented businesses in healthcare. Before coming to MSI Reproductive Choices UK, his previous roles included interim CEO of Horder Healthcare and Hospital Director at Nuffield Health. Richard is committed to making sure that patient satisfaction is generated through trust and confidence in service. His experience will make sure MSI Reproductive Choices UK continues to be a robust, accountable and quality driven organisation. Richard Bentley is the UK Nominated Individual.

## **MSI Reproductive Choices UK Team**

MSI Reproductive Choices UK is a specialist independent provider of sexual and reproductive health services in the UK. We are part of the world leading reproductive and sexual health charity MSI Reproductive Choices, based in almost 40 countries around the world.

Here in the UK we have over 60 locations and strive to provide a local supportive service for women and men. Through our team of highly skilled doctors, nurses, counsellors and healthcare assistants we provide reproductive and sexual health services including abortion, vasectomy, and contraception fitting in the UK.



# **MSI Reproductive Choices UK Centres**

All opening days are subject to variance. Please call: **0345 300 8090** for actual opening days.

### Accommodation

- Consultation/treatment room
- Admission facilities
- Pre-treatment reception area
- Recovery area
- Day care ward
- Toilet facilities
- Access or assistance for those with disabilities available at most locations

### **Termination of Pregnancy Services**

- · Consultation and referral for patients aged 13 and above
- Abortion under the terms of the 1967 Abortion Act for patients aged 13 and above
- Surgical abortion up to 24 weeks gestation
- Medical abortion

### Sexual Health Services

- Advice and provision on contraceptive options
- Sexually transmitted infections screening and treatment

### Counselling

- Appointments are available via the telephone and/or face-to-face at our main centres
- Counsellors are approved by the British Association of Counselling & Psychotherapy and are externally supervised
- Early Medical Units
- Pregnancy testing
- Unplanned pregnancy consultations
- Medical abortion
- Advice and provision on contraceptive options
- Sexually transmitted infections screening and treatment



### **Telephone consultation**

For those patients seeking abortion a telephone consultation process is available via MSI Reproductive Choices UK One Call service to:

- Provide accessible information to service users
- Confirm grounds for abortion under the 1967 Abortion Act
- Take and record medical history
- Discuss available options regarding the nature of available procedures and anaesthetic choices
- Provide information regarding the risks of abortion
- Offer advice regarding aftercare
- Answer any questions
- · Offer pre and post-operative care and support
- Provide privacy and confidentiality

### Vasectomy Services

Vasectomy consultation, procedure and post-operative care

For those patients seeking vasectomy the consultation process is designed to:

- Provide information regarding the risks and failure rates of vasectomy
- Discuss continuing contraception until sample testing confirms success
- Offer advice regarding aftercare
- Capture medical history
- Discuss the patient's decision and the permanency of vasectomy
- Discuss reversal
- Answer any questions
- Provide privacy and confidentiality



# **Treatment Centre Information**

# **Contact details for our Registered Managers**





# South West Region

|               | Debi Hammond<br>Debi.hammond@msichoices.org.uk  | REGIONAL GENERAL<br>MANAGER                      |  |
|---------------|---|--|--|
|               | Debi Hammond<br>Debi.hammond@msichoices.org.u   | CQC Manager I.D:<br>1-163807841                  |  |
|               | Derek Simms<br>Derek.simms@MSIChoices.org.uk  | CQC Manager I.D:<br>CON1-12790688454             |  |
|               | MSI Reproductive Choices<br>Regional Treatment Centre – Brist<br>Termination of Pregnancy to 23 weeks + 6<br>2 Gifford Court, Fox Den Road, Stoke Gifford, Bris<br>Appointments available Monday – Friday except I<br>(may vary).   | CQC Registration<br>Location I.D:<br>1-130902722 |  |
|               | Regulated activities:F• Termination of pregnancies• Surgical procedures• Family planning• Treatment of disease, disorder or injury• Diagnostic and screening procedures   |  | <ul> <li>ange of services:</li> <li>Consultation</li> <li>Counselling</li> <li>ermination of pregnancy</li> <li>I screening and treatment</li> <li>Contraception</li> <li>Vasectomy consultation</li> <li>Vasectomy</li> </ul> |
| GION          |   |  |  |
| SOUTH WEST RE | MSI Reproductive Choices Community Treas<br>Termination of pregnancy to 9 weeks<br>Regulated activities:<br>• Termination of pregnancies<br>• Family planning<br>• Treatment of disease, disorder or injury<br>• Diagnostic & screening procedures<br>• Surgical Procedures |  | <ul> <li>ange of services:</li> <li>Consultation</li> <li>remination of pregnancy</li> <li>Contraception</li> <li>T screening and treatment</li> <li>Vasectomy consultation</li> <li>Vasectomy</li> </ul>                      |
|               | Poole Community Treatment Centre<br>Lifeboat Quay Medical Centre, Unit A,<br>Lifeboat Quay, Poole, Dorset, BH15 1AE<br>Appointments Wednesdays & Thursdays<br>(may vary)  | St.Leonarc<br>Exe                                | nmunity Treatment Centre<br>Is Pratcie, Athelstan House,<br>ter, Devon. EX1 1SB<br>ts Tuesdays & Wednesdays<br>(may vary)  |
|               | Plymouth Community Treatment Centre<br>Mount Gold Local Care Centre,<br>200 Mount Gold Road, Plymouth. PL4 7PY<br>Appointments Wednesdays & Fridays (may<br>vary)   | Mayfield Meo<br>Paigr                            | ommunity Treatment Centre<br>dical Centre, 37 Totnes Road,<br>nton, Devon. TQ4 5LA<br><b>s Thursdays &amp; Fridays (may</b><br>vary)   |
|               | Bournemouth Community Treatment Centre<br>Shelley Manor, Beechwood Avenue,<br>Bournemouth, Dorset, BH5 1LX<br>Appointments Mondays & Tuesdays<br>(may vary)   | White Horse<br>W                                 | ommunity Treatment Centre<br>e Health Centre, Mane Way,<br>estbury, BA13 3FQ<br>s Mondays & Tuesdays (may<br>vary)   |





# London West Region

|                    | Sally O'Brien<br>Sally.O'brien@MSIChoices.org.uk   | REGIONAL GENERAL<br>MANAGER   |  |
|--------------------|--|---|--|
|                    | Sally O'Brien<br>Sally.O'brien@MSIChoices.org.uk   | CQC Manager I.D:<br>CON1-3797175059   |  |
|                    | Kelvin Arkoh-Zwennes<br>Kelvin.arkoh-zwennes@MSIChoices.   | CQC Manager I.D:<br>CON1-18132192291  |  |
|                    | MSI Reproductive Choices<br>Regional Treatment Centre - West Lo<br>Termination of Pregnancy to 23 weeks 6<br>87 Mattock Lane, Ealing, London, W5<br>Appointments Monday – Saturday except Ba<br>(may vary).                        | CQC Registration<br>Location I.D:<br>1-13090290   |  |
| EGION              | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Surgical procedures</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic and screening procedures</li> </ul> | Range of services:         • Consultation         • Counselling         • Termination of pregnancy         • STI screening and treatment         • Contraception         • Vasectomy consultation         • Vasectomy |  |
| /EST RE            |  |   |  |
| LONDON WEST REGION | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic &amp; screening procedures</li> </ul>                            | • т   | <ul> <li>ange of services:</li> <li>Consultation</li> <li>ermination of pregnancy</li> <li>Contraception</li> <li>I screening and treatment</li> </ul> |
|                    | Feltham Community Treatment Centre<br>Feltham Centre for Health, The Centre,<br>210 High Street, TW13 4GU<br>Appointments Monday - Friday (may vary)   | Hammersmith Community Treatment Centre<br>The Westway Surgery, 13 Westway, Shepherd's<br>Bush, London. W12 0PT<br>Appointments Monday – Friday (may vary)   |  |
|                    | Hemel Hempstead Community Treatment<br>Centre<br>Within Speedwell Pharmacy, 161 London Road,<br>Apsley, Hertfordshire, HP3 9SQ Appointments<br>available Thursday - Friday weekly (may<br>vary)                                    |   |  |
|                    | Watford Community Treatment Centre<br>Upton Road Surgery, Ground Floor, Colne<br>House, 21 Upton Road, Watford, WD18 0JP<br>Appointments available on Mondays<br>& Tuesdays (may vary)   | Wembley Centre<br>Dept. 116 Ch  | mmunity Treatment Centre<br>for Health and Care, Outpatients<br>aplin Rd, Wembley HA0 4UZ<br>s Wednesdays & Thursdays<br>(may vary)                    |



# London Central Region

|                       | Ivari Kare<br>Ivari.kare@MSIChoices.org.uk   |   | REGIONAL GENERAL<br>MANAGER  |
|-----------------------|--|---|--|
|                       | Ivari Kare<br>Ivari.kare@MSIChoices.org.uk   |   | CQC Manager I.D:<br>CON1-16487698482   |
|                       | MSI Reproductive Choices<br>Regional Treatment Centre - South London<br>Termination of Pregnancy to 23 weeks 6 days<br>1a Raleigh Gardens, Brixton Hill, Brixton,<br>South London, SW2 1AB<br>Appointments available Monday – Saturday (may vary). |   | CQC Registration<br>Location I.D:<br>1-130902888   |
| LONDON CENTRAL REGION | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Surgical procedures</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic and screening procedures</li> </ul>                 | Range of services:         • Consultation         • Counselling         • Termination of pregnancy         • STI screening and treatment         • Contraception         • Vasectomy consultation         • Vasectomy |  |
| NOQNC                 | MSI Reproductive Choices Community Treatment Centres<br>Termination of pregnancy to 9 weeks 6 days   |   |  |
| 2                     | Regulated activities: <ul> <li>Termination of pregnancies</li> <li>Family planning</li> </ul> Treatment of disease, disorder or injury <ul> <li>Diagnostic &amp; screening procedures</li> </ul>   | Range of services:• Consultation• Termination of pregnancy• Contraception• STI screening and treatment  |  |
|                       | Norbury Community Treatment Centre<br>Norbury Health Centre, 2B Pollards Hill N,<br>Norbury, London SW16 4NL<br>Appointments Monday – Friday (may vary)  | Wimbledon Me<br>Wimble  | Community Treatment Centre<br>edical Centre, 79 Pelham Road,<br>don, London, SW19 1NX<br>ents Monday – Wednesday<br>(may vary) |



# London Central Region

|                       | Ivari Kare<br>Ivari.kare@MSIChoices.org.uk   |   | REGIONAL GENERAL<br>MANAGER  |
|-----------------------|--|---|--|
|                       | Darren Bell<br>Darren.bell@MSIChoices.org.uk   |   | CQC Manager I.D:<br>CON1-15019330347   |
|                       | Nichola Dowell<br>Nichola.dowell@MSIChoices.org.uk   | (   | CQC Manager I.D:<br>CON1- 18387615449  |
|                       | Ivari Kare<br>Ivari.kare@MSIChoices.org.uk   |   | CQC Manager I.D:<br>CON1-16487698482   |
|                       | MSI Reproductive Choices<br>Regional Treatment Centre – Central Lo<br>Termination of Pregnancy to 9 weeks 6 o<br>108 Whitfield Street<br>London, W1T 5BE<br>Appointments available Monday – Saturday (n                            | days.   | CQC Registration<br>Location I.D:<br>1-13924408313   |
| LONDON CENTRAL REGION | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Surgical procedures</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic and screening procedures</li> </ul> | Range of services:         • Consultation         • Counselling         • Termination of pregnancy         • STI screening and treatment         • Contraception         • Vasectomy consultation         • Vasectomy |  |
| ON CENTR              | MSI Reproductive Choices Community Treatment Centres<br>Termination of pregnancy to 9 weeks 6 days   |   |  |
| TONDC                 | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic &amp; screening procedures</li> </ul>                            | • T   | <ul> <li>ange of services:</li> <li>Consultation</li> <li>remination of pregnancy</li> <li>Contraception</li> <li>I screening and treatment</li> </ul> |
|                       | Edgware Community Treatment Centre<br>Woodcroft Medical Centre, Gervase Road, Burnt<br>Oak, Edgware. HA8 0NR<br>Appointments Tuesday - Friday (may vary)   | Lincoln Road N<br>Bush Hi   | mmunity Treatment Centre<br>Medical Practice, Lincoln Road,<br>ill Park, Enfield, EN1 1LJ<br>s Tuesday - Friday (may vary)                             |
|                       | Greenwich Community Treatment Centre<br>The Greenwich Centre, 2nd Floor Lombarde<br>Square, Greenwich SE10 9GB<br>Appointments Mondays, Tuesdays &<br>Thursdays (may vary)   | St Johns Med<br>Lewish  | ommunity Treatment Centre<br>ical Centre, 56-60 Loampit Hill,<br>am, London, SE13 7SX<br>5 Tuesday – Friday (may vary)                                 |
|                       | Waterloo Community Treatment Centre<br>Burrell Street Sexual Health Clinic, 4/6 Burrell<br>Street, London, SE1 0UN<br>Appointments Mondays, Tuesdays,Thursdays<br>& Fridays (may vary)   | The Royal<br>Buckingham   | ommunity Treatment Centre<br>Buckinghamshire Hospital,<br>Road, Aylesbury; HP19 9AB<br>s Monday– Friday (may vary)                                     |



# Ipswich Vasectomy London Cutral Region Ipswich Vasectomy Community Treatment Centre Two Rivers Medical Centre, 30 Woodbridge Road East, Ipswich. IP4 5PB Vasectomy appointments 1 or 2 Saturdays per month (may vary)



# South East Region

|  | Tammy Jeffrey<br>Tammy.jeffrey@msichoices.org.u  | ık  | REGIONAL GENERAL<br>MANAGER  |
|--|--|---|--|
|  | Tammi Jeffrey<br>Tammi.jeffrey@MSIChoices.org.uk   |   | CQC Manager I.D:<br>1-326916524  |
|  | MSI Reproductive Choices<br>Regional Treatment Centre Choices - Essex<br>Termination of Pregnancy to 23 weeks 6 days.<br>88 Russell Road, Buckhurst Hill, Essex, IG9 5QB<br>Appointments available Monday – Saturday (may vary).   |   | CQC Registration<br>Location I.D:<br>1-130902774   |
|  | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Surgical procedures</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic and screening procedures</li> </ul> | Range of services:         • Consultation         • Counselling         • Termination of pregnancy         • STI screening and treatment         • Contraception         • Vasectomy consultation         • Vasectomy |  |
|  | MSI Reproductive Choices Community Treatment Centres<br>Termination of pregnancy to 9 weeks 6 days   |   |  |
|  | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic &amp; screening procedures</li> </ul>                            | • т   | ange of services: <ul> <li>Consultation</li> <li>ermination of pregnancy</li> <li>Contraception</li> </ul> I screening and treatment       |
|  | Colchester Community Treatment Centre<br>Abbey Field Medical Centre, Ypres Road,<br>Colchester,CO2 7UW<br>Appointments Weds &Thursdays (may vary)  | Dagenham Community Treatment CentreThe Broad Street Medical Centre, 1st Floor,<br>Moreland Road, Dagenham, London,<br>RM10 9HUAppointments Monday - Friday (may vary)   |  |
|  | Southend Community Treatment Centre<br>Southend Medical Centre, 50-52 London Road,<br>Southend on Sea, SS1 1NX<br>Appointments Wednesdays & Thursdays<br>(may vary)  | St Edwards M<br>Way, Rc<br><b>Appointments</b>  | ommunity Treatment Centre<br>edical Centre, 7 Saint Edwards<br>omford, Essex, RM1 3DQ<br>available Mondays, Tuesdays<br>Fridays (may vary) |



# South East Region

| Tammi Jeffrey<br>Tammi.jeffrey@MSIChoices.org.uk   |  | REGIONAL GENERAL<br>MANAGERS  |
|--|--|---|
| Tammi Jeffrey<br>Tammi.jeffrey@MSIChoices.org.uk   |  | CQC Manager I.D:<br>1-326916524   |
| MSI Reproductive Choices<br>Regional Treatment Centre – Maidstone<br>Termination of Pregnancy to 13 weeks 6 days.<br>10-16 Brewer Street, Maidstone, Kent, ME14 1RU<br>Appointments available Monday – Friday except Bank Holidays<br>(may vary) |  | CQC Registration<br>Location I.D:<br>1-130902809  |
| <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Surgical procedures</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic and screening procedures</li> </ul>               | • ]<br>• S   | ange of services:         • Consultation         • Counselling         Fermination of pregnancy         If screening and treatment         • Contraception         Vasectomy consultation         • Vasectomy |
|  | MSI Reproductive Choices Community Treatment Centres<br>Termination of pregnancy to 9 weeks 6 days |   |
| Regulated activities: <ul> <li>Termination of pregnancies</li> <li>Family planning</li> </ul> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic &amp; screening procedures</li>   | • 1  | ange of services:         • Consultation         Fermination of pregnancy         • Contraception         FI screening and treatment  |
| Aylesham Community Treatment Centre<br>Aylesham Medical Practice<br>Queens Road<br>Aylesham, Canterbury CT3 3BB<br>Appointments Wednesday,Thursdays &<br>Fridays (may vary)  |  |   |



# South Coast Region

|                    | Stephanie Perez<br>Stephanie.perez@msichoices.org.uk   |   | REGIONAL GENERAL<br>MANAGER  |  |
|--------------------|--|---|--|--|
|                    | Stephanie Perez<br>Stephanie.perez@msichoices.org.uk   |   | CQC Manager I.D:<br>CON1-14676471197   |  |
|                    | MSI Reproductive Choices<br>Regional Treatment Centre – Brighton<br>Termination of Pregnancy to 23 weeks 6 days<br>The Agora Building, Ellen Street, Hove, East Sussex. BN3 3LN<br>Appointments available Monday – Saturday except Bank Holidays<br>(may vary) |   | CQC Registration<br>Location I.D:<br>1-15765766897   |  |
| NOIS               | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Surgical procedures</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic and screening procedures</li> </ul>                             | Range of services: <ul> <li>Consultation</li> <li>Counselling</li> <li>Termination of pregnancy</li> <li>STI screening and treatment</li> <li>Contraception</li> </ul>      |  |  |
| ST RE(             | MSI Reproductive Choices Community Treatment Centres<br>Termination of pregnancy to 9 weeks 6 days   |   |  |  |
| SOUTH COAST REGION | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic &amp; screening procedures</li> </ul>  | • T(  | <ul> <li>ange of services:</li> <li>Consultation</li> <li>ermination of pregnancy</li> <li>Contraception</li> <li>I screening and treatment</li> </ul> |  |
|                    | Crawley Community Treatment Centre<br>Gossops Green Medical Centre, Hurst Cl,<br>Crawley RH11 8TY<br>Appointments Wednesday - Friday (may<br>vary)   | Hastings Community Treatment Centre<br>Station Plaza Health Centre, Station Approach,<br>Hastings. East Sussex. TN34 1BA<br>Appointments Mondays and Tuesdays (may<br>vary) |  |  |
|                    | Bognor Regis Community Treatment Centre<br>Bognor Medical Practice, West Street, Bognor<br>Regis. PO21 1UT<br>Appointments Thursdays and Fridays (may<br>vary)   |   |  |  |



# North West Region

|                   | Chris Bain<br>Chris.Bain@MSIChoices.org.uk   |  | REGIONAL GENERAL<br>MANAGERS  |  |
|-------------------|--|--|---|--|
|                   | Chris Bain<br>Chris.Bain@MSIChoices.org.uk   |  | CQC Manager I.D:<br>CRT1-5339828956   |  |
|                   | Sarah Strutz<br>Sarah.strutz@MSIChoices.org.uk   |  | CQC Manager I.D:<br>CON1-8439830484   |  |
|                   | MSI Reproductive Choices<br>Regional Treatment Centre – Manchester<br>Termination of Pregnancy to 23 weeks 6 days.<br>5 Wynnstay Grove, Fallowfield, Manchester, M14 6XG<br>Appointments available Monday – Saturday except Bank Holidays<br>(may vary). |  | CQC Registration<br>Location I.D:<br>1-130902826  |  |
| NO                | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Surgical procedures</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic and screening procedures</li> </ul>                       | Range of services:• Consultation• Counselling• Termination of pregnancy• STI screening and treatment• Contraception• Vasectomy consultation• Vasectomy   |   |  |
| ST REG            | MSI Reproductive Choices Community Treatment Centres<br>Termination of pregnancy to 9 weeks 6 days   |  |   |  |
| NORTH WEST REGION | Regulated activities: <ul> <li>Termination of pregnancies</li> <li>Family planning</li> </ul> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic &amp; screening procedures</li>   | Range of services:• Consultation• Termination of pregnancy• Contraception• STI screening and treatment   |   |  |
|                   | Ashton-Under-Lyne Community Treatment<br>Centre<br>Ashton Primary Care Centre, 193 Old Street,<br>Ashton-Under-Lyne, OL6 7SR<br>Appointments Mondays & Wednesdays<br>(may vary)  | Blackpool Community Treatment Centre<br>Sexual Health Services, Whitegate Health Centre<br>150-158 Whitegate Drive, Blackpool, FY3 9ES<br>Appointments available Tuesday mornings<br>plus Thursdays & Fridays (may vary) |   |  |
|                   | Bolton Community Treatment Centre<br>Lever Chambers Centre for Health, 27<br>Ashburner Street, Bolton, BL1 1SQ<br>Appointments available Tuesdays & Fridays<br>(may vary)  | Speke Neig<br>7  | mmunity Treatment Centre<br>ghbourhood Health Centre<br>75 South Parade<br>Speke<br>Liverpool<br>L24 2SF<br>ats Wednesdays (may vary) |  |



| North Preston Community Treatment Centre<br>Lane Ends Surgery, 200 Tulketh Brow, Preston,<br>PR2 2JH<br>Appointments Mondays, Tuesdays,<br>Wednesdays & Fridays (may vary) | Oldham Community Treatment Centre<br>Integrated Care Centre, New Radcliffe St. Oldham,<br>OL1 1NL<br>Appointments Wednesdays & Saturdays<br>(may vary)                         |
|--|--|
| Rochdale Community Treatment Centre<br>Nye Bevan House, Maclure Road, Rochdale,<br>OL11 1DN<br>Appointments Tuesdays & Fridays (may<br>vary)                               | Salford Community Treatment Centre<br>The Willow Tree Healthy Living Centre, 94 Littleton<br>Road, Salford, M7 3SE<br>Appointments Mondays, Wednesdays &<br>Fridays (may vary) |
| Stockport Community Treatment Centre<br>Mastercall Healthcare, International House,<br>Pepper Road, Stockport, SK7 5BW<br>Appointments Mondays & Thursdays (may<br>vary)   | Manchester Central Community Treatment<br>Centre<br>Fabric Building<br>30 Queen Street off,<br>Manchester,M2 5HX<br>Appointments Mondays to Friday (may vary)                  |



# North East Region

|                  | Chris Beck<br>Chris.beck@MSIChoices.org.uk  |   | REGIONAL GENERAL<br>MANAGER  |  |
|------------------|---|---|--|--|
|                  | Chris Bain (application submitted)<br>Chris.bain@MSIChoices.org.uk  |   | CQC Manager I.D:<br>CRT1-5339828956  |  |
|                  | MSI Reproductive Choices<br>Regional Treatment Centre - Leeds<br>Termination of Pregnancy to 23 weeks 6 days.<br>45 Barrack Road, Leeds, LS7 4AB<br>Appointments available Monday-Friday + 1 Saturday per month<br>except Bank Holidays (may vary). |   | CQC Registration<br>Location I.D:<br>1-130902791   |  |
|                  | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Surgical procedures</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic and screening procedures</li> </ul>                  | Range of services:         • Consultation         • Counselling         • Termination of pregnancy         • STI screening and treatment         • Contraception         • Vasectomy consultation         • Vasectomy |  |  |
| REGIO            | MSI Reproductive Choices Community Treatment Centres<br>Termination of pregnancy to 9 weeks 6 days  |   |  |  |
| YORKSHIRE REGION | Regulated activities: <ul> <li>Termination of pregnancies</li> <li>Family planning</li> </ul> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic &amp; screening procedures</li>  | Range of services:• Consultation• Termination of pregnancy• Contraception• STI screening and treatment  |  |  |
|                  | York Community Treatment Centre<br>YorSexual Health, Monkgate Health Centre,<br>31-33 Monkgate, York. YO31 7PB<br>Appointments available Mondays &<br>Wednesdays (may vary)   | Batley Community Treatment Centre<br>Batley Health Centre, 130 Upper Commercial<br>Street, Batley, WF17 5ED<br>Appointments Tuesdays (may vary)   |  |  |
|                  | Bradford Community Treatment Centre<br>Hillside Bridge Health Centre, 4 Butler Street,<br>Bradford. BD3 0BS<br>Appointments Tuesdays & Fridays (may vary)   | Huddersfield Community Treatment Centre<br>2nd Floor, Cloth Hall Chambers, 12-14 Cloth Hall<br>Street, Huddersfield, HD1 2EG<br>Appointments Tuesday - Friday (may vary)  |  |  |
|                  | Wakefield Community Treatment Centre<br>The Grove Surgery, Trinity Medical Centre,<br>Thornhill Street, Wakefield, WF1 1PG<br>Appointments available Monday - Friday (may<br>vary)  | Sheffield Community Treatment Centre<br>Norfolk Park Medical Centre, 227 Park Grange<br>Road, Sheffield. S2 3TA<br>Appointments Mondays (may vary)  |  |  |
|                  | Barnsley Community Treatment Centre<br>Darton Health Centre, Church Street, Darton,<br>Barnsley S75 5HQ<br>Appointments Tuesdays and Thursdays (may<br>vary)  | The Stone C<br>Conisbrou  | ommunity Treatment Centre<br>Castle Centre, Gardens Lane,<br>Igh, Doncaster. DN12 3JW<br>nts Wednesdays (may vary) |  |



| Rotherham Community Treatment Centre<br>Forge Health Group – The Flowers Health<br>Centre, 87 Wincobank Ave, Sheffield S5 6AZ<br>Appointments Fridays (may vary) |  |  |  |  |
|--|--|--|--|--|
| Nottingham Community Treatment Centre<br>Derby Road Health Centre<br>336 Derby Road, Lenton, Nottingham<br>NG7 2DW<br>Appointments Mondays- Friday (may vary)    | Mansfield Community Treatment Centre<br>Bull Farm Primary Care Centre<br>Concorde Way, Mansfield. NG19 7JZ<br>Appointments Wednesdays (may vary)   |  |  |  |
| MSI Reproductive Choices Co<br>Vasectomy Services  | MSI Reproductive Choices Community Treatment Centres<br>Vasectomy Services – North East Region   |  |  |  |
| Hartlepool Vasectomy<br>Community Treatment Centre<br>Fens Medical Centre<br>434 Catcote Rd<br>Hartlepool<br>TS25 2LS  | Middlesbrough Vasectomy<br>Community Treatment Centre<br>The Live Well Centre, Dundas Shopping Centre,<br>Dundas St, Middlesborough, TS1 1HR<br>Vasectomy appointments Fridays monthly<br>(may vary) |  |  |  |
| Vasectomy appointments Fridays monthly<br>(may vary)   |  |  |  |  |



# Midlands South Region

|                       | Debi Hammond<br>Debi.hammond@msichoices.org.  | uk  | REGIONAL GENERAL<br>MANAGER  |
|-----------------------|---|---|--|
|                       | Debi Hammond<br>Debi.hammond@msichoices.org.uk  |   | CQC Manager I.D:<br>1-163807841  |
| MIDLANDS SOUTH REGION | MSI Reproductive Choices<br>Regional Treatment Centre – Oxfo<br>Termination of Pregnancy to 23 weeks of<br>Peppercorn Avenue, Leiden Road, Headington, Ox<br>OX3 8RZ<br>Appointments available Monday – Saturday excep<br>(may vary). | days.<br>ford, Oxfordshire.   | CQC Registration<br>Location I.D:<br>1-19312350590   |
| MIDLANDS              | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Surgical procedures</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic and screening procedures</li> </ul>    | Range of services:         • Consultation         • Counselling         • Termination of pregnancy         • STI screening and treatment         • Contraception         • Vasectomy consultation         • Vasectomy |  |
|                       | MSI Reproductive Choices Community Treatment Centres<br>Termination of pregnancy to 9 weeks 6 days  |   |  |
|                       | Regulated activities:• Termination of pregnancies• Family planning• Treatment of disease, disorder or injury• Diagnostic and screening procedures   | • T   | <ul> <li>ange of services:</li> <li>Consultation</li> <li>ermination of pregnancy</li> <li>Contraception</li> <li>I screening and treatment</li> </ul> |
|                       | Frimley Green Community Treatment Centre<br>Frimley Green Medical Centre, 1 Beech Road,<br>Frimley Green, GU16 6QQ<br>Appointments on Saturdays (may vary)  | Marlow Health C   | nmunity Treatment Centre<br>Clinic, 38 Glade Rd, Marlow SL7<br>1DH<br>s Monday– Friday (may vary)  |
| #                     | Chesham Community Treatment Centre<br>Chess Medical Centre<br>260-290 Berkhampstead Road,<br>Chesham,HP5 3ET<br>Appointments Monday – Friday (may vary)   |   |  |



# Midlands East Region

|                      | Christine Groves<br>Christine.groves@MSIChoices.org.uk   |             | REGIONAL GENERAL<br>MANAGER  |
|----------------------|--|-------------|--|
|                      | Darren Bell (application pending)<br>Darren.bell@msichoices.org.uk   |             | CQC Manager I.D:<br>CON1-15019330347   |
| MIDLANDS EAST REGION | MSI Reproductive Choices<br>Regional Treatment Centre – South Yorkshire<br>Termination of Pregnancy to 23 weeks 6 days.<br>3 a/b Phoenix Riverside,Rotherham,South Yorkshire,<br>S60 1FL<br>Appointments available Monday – Saturday except Bank Holidays<br>(may vary). |             | CQC Registration<br>Location I.D:<br>TBC – Registration submitted  |
|                      | <ul> <li>Regulated activities:</li> <li>Termination of pregnancies</li> <li>Surgical procedures</li> <li>Family planning</li> <li>Treatment of disease, disorder or injury</li> <li>Diagnostic and screening procedures</li> </ul>                                       | • T<br>• ST | <ul> <li>ange of services:</li> <li>Consultation</li> <li>Counselling</li> <li>ermination of pregnancy</li> <li>I screening and treatment</li> <li>Contraception</li> <li>/asectomy consultation</li> <li>Vasectomy</li> </ul> |



# MSI – UK Call Centre Information

|          | Clare Aldridge<br>Clare.aldridge@MSIChoices.org.uk   |   | CQC Manager I.D:<br>CON1-4445839480  |
|----------|--|---|--|
| Axis     | MSI Reproductive Choices<br>National Patient Support Centre - One Call (Zeta House)<br>Axis 4/5, Woodlands, Bradley Stoke, Bristol, BS32 4JT<br>Telephone: 0345 300 8090<br>Advice line available 24 hours 7 days a week.<br>Booking line available 07.00 – 20.00 7 days a week<br>Online bookings 24 hours 7 days a week.<br>Webchat Available Mon-Fri 08.00 – 20.00<br>Saturday and Sunday 08.00 – 16.00 |   | CQC Registration<br>Location I.D:<br>1-130902924   |
| • Tra    | Regulated activities:<br>ansport services, triage and medical<br>advice<br>• provided remotely   | • T<br>• Terminatio<br>• Cc<br>• Vasectom                     | nge of services:<br>elephone consultation<br>elephone counselling<br>n of pregnancy information and<br>booking service<br>ontraception information<br>STI screening results<br>y information and appointment<br>booking<br>asectomy consultation |
|          | MSI Reproductive Choices Hub Centres   |   |  |
| • Tra    | Regulated activities:<br>ansport services, triage and medical<br>advice provided remotely  | <ul> <li>Terminatio</li> <li>Co</li> <li>Vasectorm</li> </ul> | nge of services:<br>elephone consultation<br>n of pregnancy information and<br>booking service<br>ontraception information<br>y information and appointment<br>booking<br>asectomy consultation  |
| 5 Wynnst | Manchester Hub<br>ay Grove, Fallowfield, Manchester,<br>M14 6XG  |   | <b>laidstone Hub</b><br>et, Maidstone, Kent, ME14 1RU  |
|          | <b>Brighton and Hove Hub</b><br>a Building, Ellen Street, Hove, East<br>Sussex. BN3 3LN  |   | <b>th Yorkshire Hub</b><br>Riverside,Rotherham,South<br>Yorkshire,<br>S60 1FL  |



# **Patient Guide**

# Safeguarding

MSI Reproductive Choices UK has a moral and legal duty to ensure that patients are adequately safeguarded whilst in its care. Health professionals will work together to safeguard and promote the welfare of their patients identified as vulnerable, therefore protecting them and/or their children from any potential risks. We work within a legal framework to ensure this.

MSI Reproductive Choices UK provides training to all staff on safeguarding adults and children to ensure that team members have the knowledge and skills to recognise any safeguarding concerns, act appropriately and to make a safeguarding referral where required. Where a referral is made, this will be communicated to the patient.

### **Data Protection**

In order to maintain confidentiality we would normally address you by your first name. If you have another preference please let a nurse or member of the team know.

We will ask for details of a contact in case of emergency. However, under normal circumstances, no details of your admission or treatment will be given to any third party without your authorisation. If, while you are at the centre, you are expecting any contact by friends or relatives, please let us know.

# Information for patients

You will receive written information regarding the services you require either digitally or in hard copy for all procedures. To supplement this, you will be asked to give informed consent for all procedures and information processing, the face-to-face consultation process, with a healthcare professional, who will serve to:

- · Address any concerns and answer any questions you may have
- · Offer information regarding choice of treatment and risks involved
- Offer advice regarding aftercare
- Discuss future contraception with those undergoing abortion
- Explain what we do with your information, how we will look after it, and who we might share it with

You have access to a 24-hour advice line should you be at all worried prior to or following your procedure and any aftercare treatment is offered at no further charge.



Should you have any questions about what happens regarding your pregnancy following treatment, please ask a nurse for information.

If you have any comments or suggestions regarding the information contained within this statement or in any of our other literature, please speak to a team member.

# Patient Health Records

Under the GDPR and Data Protection Act 2018, you have the right to see the information that we hold about you. We encourage you to submit your request through our secure portal – you can read more about making a request on our <u>subject access request page</u>.

A request for information must include proof of identification, so that your identity can be verified and your records can be located. We aim to complete requests as quickly as possible. We make every effort to ensure we deal with requests within one calendar month of receipt. Should any third-party request access to confidential information regarding your admission and treatment, MSI Reproductive Choices UK will not release this in the absence of written, signed authorisation from you, unless we are required to do so by law.

We will only ever share information where we have a legal reason to do so under the data protection legislation and where it is in your best interest. We will always consider your right to confidentiality..

## Feedback

You will be given the opportunity to comment on the service you have received. This feedback provides a valuable insight into how our service is perceived and where we may need to make changes or improvements.

A link to our questionnaire will be provided to you and responses are collated and audited internally, any adverse comments are noted and referred to the relevant Manager. We would not normally supply a response unless this is specifically requested.

The responses are monitored and fully audited by MSI Reproductive Choices UK and we produce an annual report. The results of which are displayed in each centre.

### Audit

We are subject to regular inspection by the Care Quality Commission who independently regulates health and social care services in England, from whom we receive our registration. The report of each inspection is a matter of public record and is available on their website: <u>http://www.cqc.org.uk</u>.



# **Complaints Advice**

MSI Reproductive Choices UK aims to provide the best possible service and care to all our patients.

We understand, however, that there will be occasions where complaints will be made. We appreciate feedback of this nature in order for us to address any area/s of our service that require improvement and make changes where necessary. Please feel assured that making a complaint will not have a negative effect on your care or treatment.

Should you wish to make a complaint about any aspect of the service or care you have received, there are a number of ways in which you can bring this to our attention:

- by completing the questionnaire
- by telephoning the relevant centre to speak with a manager or supervisor
- in writing to Head of Quality and Customer Services
- by e-mail to <u>Quality.customerservice@MSIChoices.org.uk</u> In order to ensure privacy and confidentiality please follow any e-mail correspondence up in writing
- by contacting your local ICB or NHS England (NHS complaint process)



# **Telephone Complaint**

Please call the relevant treatment clinic, within working hours, and ask to speak with the manager or a supervisor. A record will be made of your complaint and investigated by the manager or supervisor with the team members concerned. Depending on the nature of the complaint you may be asked to put this in writing, for ease of investigation. If your complaint cannot be resolved at the time of the initial telephone call you will be contacted once the investigation has been completed.

# Written Complaint

Please put your complaint in writing and address this to the Head of Quality and Customer Services at MSI Reproductive Choices at Quality.customerservice@msichoices.org.uk. In order to maintain confidentiality please sign your complaint electronically and confirm your PIN and password. Your complaint will be handled by the Head of Customer and Quality Services, who will instigate an investigation with the management of the relevant treatment centre. A subsequent written response will be forwarded to you.

# Standards

We will acknowledge any written complaint within two working days of receipt and any telephone enquiries within 24 hours.

A full investigation will be carried out, with the relevant team member/s, of the circumstances surrounding the incident/s.

Following the investigation, a full response will be made to you within a reasonable time, usually between three to four weeks. Should there be any delays in this process you will be kept informed.

# Confidentiality

In order to maintain confidentiality, we cannot usually enter into any discussion or correspondence with a third party, without your permission. If you wish for us to liaise with a third party, please give us your consent in writing



# **Unresolved Complaints**

Should you be dissatisfied with the response received, you have recourse to appeal to the Director of Nursing, Midwifery and Quality, who will review all the case notes and correspondence and will, in turn, respond as soon as possible (stage 2 appeal). Generally, a stage 2 appeal must be made within 20 working days of the date of the final written response sent to you.

Finally, if your complaint is not resolved to your satisfaction you can contact ISCAS, the Independent Sector Complaints Adjudication Service. Patients referred by the NHS may also follow the NHS complaint process or contact the Health Service Ombudsman.

The addresses to contact are as follows:

### ISCAS

70 Fleet Street

London

### EC4Y 1EU

Tel: 020 7536 6091

Health Service Ombudsman Millbank Tower Millbank London

### SW1P 4QP

### Tel: 0345 015 4033

For unresolved complaints regarding how your information has been handled, you have recourse to notify the Information Commissioner's Office

The address to contact is as follows:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire

### SK9 5AF

### Tel: 0303 123 1113