

The Great Western Hospital
Marlborough Road
Swindon
SN3 6BB

Tel: 01793 604020
www.gwh.nhs.uk

13th September 2019

Dear Community Optometrist

RE: Claiming process for HES 3 / 4 vouchers issued by GWH, Swindon

In order to process claims for HES 3 / 4 vouchers issued by GWH we require the following:

1. Original vouchers
2. Covering invoice with the invoice address as follows:

**Great Western Hospitals NHS Foundation Trust
RN3 Payables 7435
Phoenix House
Topcliffe Lane
Wakefield
West Yorkshire
WF3 1WE**

Please note that the invoice must list by either hospital number or NHS number the patient to which they refer but no further Patient Identifiable Data should be included on the invoice.

The above documents should be sent together to the address below:

**Optometry Department
Great Western Hospitals NHS FT
Marlborough Road
Swindon
SN3 6BB**

NO documents should be sent directly to the address on the invoice.

If you have any queries please do not hesitate to contact me on jennifer.mcmahon1@nhs.net or 01793 604702.

With kindest regards

Yours sincerely

Jennifer McMahon
Lead Optometrist