



# Costing Charges for In-House Clinics and Private Services

Practice Management

When a practice provides a service for patients outside GMS/PMS, it is essential that all elements of the service provided are fully costed. These costs will depend on whether a room is provided, secretarial services are available, patients are received by receptionists and whether nursing services are included, etc. It is important that no rent is charged for use of rooms as this would be abated from cost rent or notional rent reimbursement.

## **Premises Annual Costs**

- Light and Heat
- Insurance
- Repairs and maintenance
- Cleaning, gardening and car parking
- Telephone and communications
- Printing, postage and stationery
- Rent and rates (if not reimbursed by NHS England)

## **Staff Costs**

- Doctors (plus employer's NI and pension if salaried)
- Receptionist plus employer's NI and pension
- Nursing staff plus employer's NI and pension

## **Additional Costs**

- Consumables, couch cover, gloves, etc
- Maintenance and repairs of equipment
- Secretarial time
- Computer costs
- Advertising
- Photocopying
- Laundry
- Management

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