

Below is a template letter to send to your PCT asking for a public consultation

Dear _____

We understand that you are considering putting _____ services out to tender

I am writing to seek clarification of your plans to involve the public in the development of these proposals.

Please confirm that you will undertake a full public consultation at a formative stage in the development of these proposals - providing 8-12 weeks for the public to consider them. Will you be asking the public for their views in public meetings, through the local media and in writing?

What public information are you planning to provide? Will you send it to all the affected patients? Will you set out the reason for your plans, provide the positive and negative sides and put forward the basis for your suggested course of action?

After the consultation period has ended, how will you consider the replies and report back on the basis of your decision to the public?

