

Health Links Interpreting and Advocacy Service



Charlotte Keel Health Centre
 Seymour Road, Easton, Bristol, BS5 0UA
 Tel: (0117) 9027115 Fax: (0117) 952 1269

Booking Reference	Office use only	Organisation	
Booking Date		Service	
Requested By		Location	
Tel No		Time in	Office use only
Invoice Recipient Name	Office use only	Time out	Office use only
Invoice Recipient Address	Office use only	Patient Identifier	
Language Required		NHS number	
Date Required		Patient Gender	
Start time		Patient Age	
Finish Time		Patient Ethnicity	
Linkworker Gender Requirements		Patient Religion	
Request Type	Office use only	Patient Nationality	
Allocated Linkworker	Office use only	Residential Area	
Additional Information	Optional for customer	Place of Contact	

CUSTOMER VALIDATION (Office use only)

Request Fulfilled		Quality of Service: (Excellent / Good / Satisfactory)	
Punctuality: (Yes/No)		Comments	

To be completed by the customer

To be completed by the interpreter

Signature

Name (Print)

Position (Print)

Date:

Signature

Position (Print) INTERPRETER

Date:

If for any unforeseen reason the Health Links office is not notified about a cancellation of an assignment within 48 hours of the time of the appointment, Health Links will charge the minimum cost for an assignment.

Health Links will not take any responsibility for any work that you arrange directly with the interpreter's.