

## Pre practice visit

Contact the Practice Liaison Person (PLP) to:

- Arrange with the practice manager/principal GP the date of visit 1
- Send the pre-practice visit questionnaire for completion and return
- Send GPs and PN consent form and questionnaires – to fill in and return

## Practice visit

Arrange a meeting with practice staff. Explain study to all staff. Provide appropriate forms.

Train PLP in the study procedure.

GPs and PN to complete Consent forms and questionnaires

Assist PLP to generate randomly selected patient list. Identify all patients matching HIPS criteria, using .excel macros program. Document the number of patients in each list

Give the list to the GPs to confirm diagnosis and exclude unsuitable patients. Document the reason for exclusion

Patients receive the package and return the questionnaire and consent form

Practices are randomized