

Existing patients with recorded date for SMR24 or SMR25.	No change required.
Patient's first presentation with drug problem, where NES claim is appropriate.	Complete SMR25a and record date on NES spreadsheet.
Patients transferring to GP care from specialist care with known date of SMR form completion.	Record date on NES spreadsheet.
Patients transferring to GP care from specialist care with no recorded date of SMR form completion.	SMR 25a should have been completed as part of specialist assessment but if this cannot be verified it is good practice to complete a form when care is taken over by GP.
Patients transferring to GP care from non specialist care (e.g. Prison, non stat agency) with no recorded date of SMR.	Complete SMR25a and record date on NES spreadsheet.
Patients transferring care from one GP surgery to another.	Record date that SMR completed at previous surgery but if this is not known then a new SMR should be completed.