

18 July 2014

Dear Colleague

Primary Care - Rapier House move

As you may be aware the primary care teams will be moving offices **on 25 July 2014** from Rapier House, Sunderland to be co-located in the area team offices:

Waterfront 4,
Goldcrest Way,
Newburn, Newcastle upon Tyne
NE15 8NY
(Cumbria, Northumberland, Tyne and Wear)

The Old Exchange
Barnard Street
Darlington
DL3 7DR
(Durham, Darlington, Tees)

In order to move both hard copy and electronic files there will be limited access to the primary care teams from **Thursday 24 July 2014 to Wednesday 30 July 2014**.

During the move to the new offices there will be no access to contract files but we will have limited access to email. If you need to contact a member of the primary care team, the usual telephone numbers at Rapier House will be manned until 5.00 pm on Friday 25 July 2014.

Whilst arrangements have been made to ensure that post addressed to Rapier House is redirected, please ensure that with effect from Monday 21 July 2014 correspondence sent via Royal Mail is sent to the new office addresses.

Should you need to contact a member of the primary care team from 28 July 2014 then this can be done by contacting the relevant site reception who will pass on your message, or alternatively you can send an e-mail and we will get back to you as soon as possible. Details of the reception numbers and the location of the primary care staff are set out overleaf (e-mail addresses remain unchanged).

We will write out to you again with full contact details once we have the new telephone numbers, which we expect to have within one week of the move date.

Please note that our primary care staff in Cumbria are not affected by this relocation.

We would like to apologise for any inconvenience caused during the transition but we would like to assure you that we will try to keep this to a minimum as much as possible.

Yours sincerely

Handwritten signature of Sheila Lister in cursive script.

Sheila Lister
Head of Primary Care (DDT)

Handwritten signature of Tracy Johnstone in cursive script.

Tracy Johnstone
Head of Primary Care (CNTW)

Enc

Primary Care Team relocation - As at 28 July 2014

Temporary contact numbers:

- Reception, Waterfront 4, Newburn (CNTW) - **0191 210 6400**
- Reception, Old Exchange, Darlington (DDT) – **0113 825 1600**

Sheila Lister	Head of Primary Care - DDT	Sheila.lister1@nhs.net	Darlington
Tracy Johnstone	Head of Primary Care - CNTW	Tracey.johnstone2@nhs.net	Newburn

GP TEAM			
Denise Jones	Primary Care Commissioning Manager	denise.jones4@nhs.net	Darlington
Wendy Stephens	Primary Care Contract Manager	wendy.stephens@nhs.net	Newburn
Jenny Long	Assistant Primary Care Contract Manager	jenniferlong@nhs.net	Darlington
David Steel	Primary Care Commissioning Support	d.steele@nhs.net	Darlington
Michelle Kane	Primary Care Commissioning Support	Michelle.kane@nhs.net	Darlington
Helen Reynard	Primary Care Commissioning Support	Helen.reynard@nhs.net	Newburn
Mark Davies	Primary Care Commissioning Support	mark.davies10@nhs.net	Newburn
Laura Hope	Primary Care Commissioning Support	laura.hope1@nhs.net	Newburn
Kay Renwick	Primary Care Commissioning Support	kay.renwick@nhs.net	Newburn
Christine Noble	Primary Care Commissioning Support	christinenoble@nhs.net	Newburn
Louise Tansey	Assistant Primary Care Commissioning Support	l.tansey@nhs.net	Newburn
Karen Nugent	Assistant Primary Care commissioning Support	karen.nugent1@nhs.net	Newburn

DENTAL TEAM			
Pauline Fletcher	Primary Care Commissioning Manager	Pauline.fletcher2@nhs.net	Newburn
Stuart Youngman	Primary Care Contract Manager	Stuart.youngman@nhs.net	Newburn
Paul Carter	Assistant Primary Care Contract Manager	Paul.carter1@nhs.net	Darlington
Trish Goss	Primary Care Commissioning Support	Trish.goss@nhs.net	Newburn
Christine Strong	Primary Care Commissioning Support	Christine.strong@nhs.net	Newburn
Dawn Calvert	Primary Care Commissioning Support	dawncalvert@nhs.net	Darlington
Ellie Payne	Primary Care Commissioning Support	Eleanor.payne@nhs.net	Darlington
Kelly Wilson	Primary Care Commissioning Support	Kelly.wilson@nhs.net	Darlington
Graeme Gittins	Assistant Primary Care Commissioning Support	Graeme.gittins@nhs.net	Darlington
Naveed Majid	Assistant Primary Care Commissioning Support	Naveed.majid@nhs.net	Darlington

PHARMACY/OPTOMETRY TEAM			
Ken Youngman	Primary Care Commissioning Manager	Kenneth.youngman@nhs.net	Newburn
Nichola Smith	Assistant Primary Care contract Manager	Nichola.smith1@nhs.net	Newburn
Achene Djabri	Primary Care Commissioning Support	Achene.djabri@nhs.net	Darlington
Helen Scott	Primary Care Commissioning Support	Helen.scott6@nhs.net	Darlington
Linda Boshier	Assistant Primary Care Commissioning Support	Linda.boshier@nhs.net	Newburn/ Darlington
Claire McVay	Assistant Primary Care Commissioning Support	Claire.mcvay@nhs.net	Newburn
Wendy Hooper	Assistant Primary Care commissioning Support	Wendy.hooper@nhs.net	Newburn

QUALITY & PERFORMERS TEAM

Mandy Moyse	Programme Manager	Mandy.moyse@nhs.net	Newburn
Jackie Lambert	Programme Manager	Jackie.lambert@nhs.net	Newburn
Julie Logue	Programme Manager	Julie.logue1@nhs.net	Darlington
Rachel Turnbull	Programme Manager	rachelturnbull@nhs.net	Darlington
Dawn Dunbar	Project Officer	Dawn.dunbar@nhs.net	Newburn
Lisa Morris	Project Officer	Lisa.morris10@nhs.net	Darlington
Laura McGinty	Project Officer	lauramcginty@nhs.net	Darlington
Debbie Porteus	Admin	Debbie.porteus@nhs.net	Darlington
Clair Dodds/ Michelle McDonough	Admin – Appraisal & revalidation	Clairdodds@nhs.net Michelle.mcdonough@nhs.net	Newburn

PRIMARY CARE FINANCE

Keith Davison	Finance Manager	Keith.davison2@nhs.net	Newburn
Gillian Wood	Finance Manager	Gillian.wood10@nhs.net	Newburn
Jonathan Munby	Finance Manager	jmunby@nhs.net	Darlington/ Newburn
John Clarke	Finance Assistant	John.clarke4@nhs.net	Newburn
Linda Bainbridge	Finance Assistant	Linda.bainbridge@nhs.net	Darlington/ Newburn
Marion Tate	Finance Assistant	Marion.tate@nhs.net	Newburn