

# Summary of Terms and Conditions of Appointment

## Expectations of the Contractor

1. You must provide adequate instructions and authorisations for the work.
2. You must provide adequate medical documentation (records, images, and imaging reports).
3. You shall confirm the suitability of the report provided (for the intended purposes).
4. At the outset of the contract, you shall confirm that all fees are no higher than reasonably necessary.
5. You shall obtain any approvals required from the Legal Aid Board or any other third party from whom you may seek contributions in respect of my charges at the required times.
6. If you are seeking contributions in respect of my Fee from the Legal Aid Board or insurers, you shall provide in writing all relevant details of these arrangements, including policy details.
7. You shall make payment of all fees within 90 days of invoice.
8. You shall inform me upon the completion of the case and the outcome.

## Expectations of Mr Barnes

1. I will provide consultations at my chambers in Essex or elsewhere by prior agreement.
2. Where appropriate (after review of Case Summary and Records), I may offer virtual consultations.
3. I will make all reasonable efforts to complete consultations and return reports within 4 weeks.
4. I will make all reasonable efforts to make myself available for all related further reports and attendances.
5. I will ensure destruction of all case records 5 years after I am informed of completion of the case, unless instructed otherwise.

## Routine Fees

Review of Case Summary and Records (to quote for Consultation or Report) - Credited towards any Consultation or Report fees later commissioned.	£150
Medical Report (depends on complexity - to be confirmed after review as above)	£1,200
Medicolegal Consultation (at Mr Barnes' Chambers in Essex)	£280
Medicolegal Consultation (Virtual where appropriate and after review as above)	£250
Endoscopy (where required)	£260
Audiometry (where required)	£220
Hourly Rate (Review of Records, Reports, Part 35 requests, Responding to Queries)	£300
Daily Court / Other In-Person Attendance - Professional Fee	£3,000
Daily Court / Other In-Person Attendance - 1st Class Travel & Accommodation	To Quote

## Cancellation and Failure to Attend (FTA) Fees

Timeframes are until notifications are received in writing (or confirmed received by us in any other format).

Medicolegal Consultation - FTA / Cancellation with less than 3 days notice	Full Fee
Audiometry - FTA / Cancellation with less than 3 days notice	Full Fee
Cancelled Attendance Requests with less than 14 days notice	Full Fee
Cancelled Attendance Requests with 14 - 28 days notice	50% of Fee
Cancelled Attendance Requests with 29 - 48 days notice	25% of Fee
Other Cancelled Requests - fee to represent incurred expenses (including admin time)	As Incurred

## Other Fees

Car Travel for In-Person Attendances - per Mile	£1
Destruction / Return of Records - fee to represent incurred expenses (including admin time)	As Incurred
Late Payment Fees - will also incur any Debt Recovery expenses and admin time	10% pa

This document is a summary

Full terms and conditions are available on request from [legal@1stClinic.uk](mailto:legal@1stClinic.uk)