

MR DUNCAN HARRISS, CONSULTANT UROLOGICAL SURGEON  
MEDICO-LEGAL EXPERT IN UROLOGY

TERMS AND CONDITIONS FOR INSTRUCTING SOLICITORS  
EFFECTIVE FROM 1 August 2018

1. Appointment as Expert: The appointment as expert is subject to written acceptance of these terms and conditions. No work will be undertaken unless written acceptance of terms is made. Please note that paper records are preferred or alternatively an internet file share system with a paginated chronology. Medical records on CD are not acceptable.

2. Report Preparation Times:

Standard Service

- Reports will, unless otherwise agreed be submitted to instructing solicitors within 40 working days of either:
- receipt of clinical notes\*; or
- examination of patient, whichever is later.

PREMIUM FAST TRACK Service

- Reports will, unless otherwise agreed be submitted by password protected email as a word document to instructing solicitors within 10 working days of either:
- receipt of clinical notes\*; or
- examination of patient, whichever is later.

### 3. Fee Schedule:

#### Preparation of Report

- Standard service £325 plus VAT per hour (or part thereof)
- PREMIUM FAST TRACK service £425 plus VAT per hour (or part thereof)
- Medico-legal Consultant/Examination (if deemed to be clinically necessary)  
£325 plus VAT
- Preparation of Follow up Report/Dealing with Questions, LOC, LOR, POC, Defence £325 plus VAT per hour (or part thereof)
- Legal Conference Fees £325 plus VAT per hour (or part thereof)
- Court Appearance £2600 plus VAT per day

To these fees will be added expenses at cost incurred wholly and exclusively on the case.

Court and conference fees are payable in full unless there has been a cancellation in writing by instructing solicitors not later than 14 days before the scheduled conference/court appearance.

### 4. Payment Terms:

- 30 days from date of invoice.
- If payment is not made within 90 days of date of invoice, a 15% surcharge (plus VAT) will be added to the invoice.
- If payment is not made within 180 days of date of invoice, a 30% surcharge (plus VAT) will be added to the invoice.
- Statutory interest will apply on all invoices unpaid after 90 days.

5. Acceptance of Terms:

We agree to the terms and conditions outlined in the schedule above.

Please provide Standard/PREMIUM FAST TRACK service (delete as appropriate)

.....  
Signed

.....  
Name

.....  
Date

.....  
Claimant's Name

\*This expert is compliant with GDPR. This expert will confidentially destroy paper records after 30 days unless otherwise instructed.