

# PALS Comments Sheet

Please use the space below to make any comments you wish. You can tell us about a problem you have had or just comment on your care, good or bad.

If you would like a PALS officer to contact you about your comment please complete the boxes below.

Name:

Address:

Postcode:

Telephone:



## Patient Advice and Liaison Service

# PALS



The Patient Advice and Liaison Service (**PALS**) is here to help you sort out any problems you may have about your health care.

We do this in a confidential way.

We aim to solve your problems, or answer your questions, as quickly as possible.



## What does PALS at Airedale do?

The Patient Advice and Liaison Service works to improve the service to NHS patients, their relatives and friends. We can:

- Listen to your concerns, comments or compliments and pass them on to managers and staff
- Help sort out your problems quickly on your behalf
- Advise and support you and your relatives and friends
- Provide you with information on NHS services
- Advise you about the Complaints Procedure, and the support you can get if you decide to complain
- Help you to get in touch with local or national support groups

## Can you help me?

We are employed by Airedale NHS Trust but we have your best interests at heart. We are able to talk to the managers and staff about your problems, and help get things sorted out.

You can talk to us in confidence. We will not speak to anyone about your concern unless you say it is OK to do so.

## How do I get in touch?

You can ring us on **01535 294019** or ask a member of staff to help you get in touch with us. We will visit you on the ward, or you can come to our private office in the hospital.

You can also email us at [pals.office@anhst.nhs.uk](mailto:pals.office@anhst.nhs.uk) or you can fax us on **01535 65570**. Or you can use the other half of this leaflet to send us your comments.

## How can I tell you my thoughts about Airedale?

We would like to know what you think. Please tell us by using this half of the leaflet to write down your comments. Then tear it off and return it to us. We have a FREEPOST address that you can use so you do not have to use a stamp. You should post the comment sheet to:

Patient Advice and Liaison Service  
Airedale General Hospital  
Freepost NAT14931  
Steeton  
Nr Keighley  
BD20 6BR

We have comment boxes around the hospital. You can also put your comments into those boxes, or give the form to a member of staff.

## What do you do with all these comments?

Your comments are used to help plan better services. Managers and staff take them into account when they are thinking about the future. We also use the comments as part of our staff training. It is often very useful having real comments when teaching staff about customer care. We do not use the comments in a way that would identify the person who gave the comment.

## Large Print Version

This leaflet is available in a large print version. If this is needed then please ring us on **01535 294019**.