

Medico-legal Professionals Limited is a leading provider of medical reports and medico-legal agency services supported by Experienced Medical Experts and Microsoft Certified Professionals.

Company Overview

Medico-legal Professionals Ltd was founded in 2008 by a group of medical professionals whose philosophy is to deliver high quality medical reports by combining skills of experienced Medical Experts and Microsoft Certified Professionals along with usage of innovative software and hardware technology.

Since formation, the company has grown exponentially to provide service at 18 clinic locations and works directly with over 100 professionals across the UK.

We provide the following Services:

18 clinic locations across the UK and growing	Guaranteed 5 day dispatch for GP reports
Guaranteed 10 day dispatch for orthopaedic reports	Professional in-house medical report processing service
Appointments confirmed within 24 Hours from receipt of instruction	Medical legal reporting
Recognized panel of Orthopaedic Surgeons, GP's & additional Medical Experts covering all areas of medical specialties	Experienced medical experts for medical examinations, for assessing personal injuries for claims
Report structure & design supported by qualified Medical Experts and Microsoft Certified Professionals	Medical records facilitation service between Hospitals, GP's and Medical Experts
Liaison for Rehabilitation and Diagnostic Services provided	Rehabilitation services
Setting up appointments for claimants	Setting up clinics for medical experts
Providing professional services to medical experts for report transcription	Dispatch of the medical report to the instructing party
Comprehensive appointment management department handling placing and rescheduling appointments	Advanced report processing system using highly innovative software and hardware technology
Digital medical record management	Prompt report administration
Staff members trained to communicate with claimants, agencies and solicitors	Complete secretarial / admin support over telephone, e-mail and fax during working hours from Monday - Friday with e-voice mail for out of hours communication
Medical research department	Medical education department equipped with video-communication facilities

Medico-legal Professionals guarantee your Report dispatch within 10 working days or no fee will be charged

For further information, please visit www.mlprofessionals.co.uk

Attributes of a Medical Report by the Medico legal Professionals

Guaranteed Dispatch Time

The medical reports are dispatched via email in high quality pdf files within the promised time frames OR no invoice sent if the time scales are not followed by us. As long as the medical records are available before the examination, the promised time scales are:

- ✓ 5 working days for GP reports
- ✓ 10 working days for Specialist reports
- ✓ 1 working day for URGENT GP report
- ✓ 2 working days for URGENT Specialist report

Cost Saving for Solicitors

The reports by MLP produce a high level of cost saving as foreseeable questions are mostly answered within the main report opposed to answering them as addendums. This solution has been meticulously designed so that solicitors don't have to ask for clarifications or additional questions regarding the critical area of the claim.

Sensitive and complicated issues given special mention

Our experience of more around high volume of reports has helped us streamline the report contents into relevant sections of special attention or sensitivity.

Reports provide information and education both

Apart from laying out the information in a clearly readable format, the content includes graphical illustrations, images, line diagrams etc to offer education on various medical facts contained in the report.

Relevant medical evidence related images included

A team is dedicated to include the relevant medical evidence in the image format to illustrate the salient findings vividly. This enables the report to have a ready to review medical images should a detailed insight be needed by any of the involved parties.

Accident related evidence in images included

The Reports-images team also ensure that the relevant images to illustrate the accident related evidence is included (if available). This would help the involved parties understand the biomechanics of the injury.

Relevant Medical Research included

A dedicated unit takes care of the relevant medical research to support the facts contained within the reports. Apart from general medical references, specialized references are included wherever needed to support the medical expert's declared prognosis.

Quality Control for producing accurate reports

Meticulous quality checks, both manual and electronic are in place to follow the company motto of producing high quality professional medical reports.

The detailed step by step quality check ensures accuracy and saves time for the solicitors preventing the need for amendments etc.

Visual presentation and Readability professionally designed

The layout of our medical reports is research based for it's visual presentation and readability, designed by Instructor level Microsoft Certified Professionals in Medical Document Presentation. This feature facilitates quick grasp, easy understanding and fast review of the medical report.

Detailed and systematic description

The contents including symptom-elaboration, Losses-sustained, treatment-received, examination-findings, prognosis-recovery period are laid out in step by step fashion to facilitate easy grasp and improve assimilation. A standard report with two physical ongoing symptoms would be around 20 pages plus.

Changing requirements of the Law Industry updated as introduced

Our report-structure review team ensures that the design/template includes the updated law industry requirements as guided time to time by the instructing solicitors/Law Society. The issue of claimant confidentiality takes the top priority with awareness provided to the staff members at the company headquarters.



(Health-Asia 2004 Medical IT Instructional Course - Mr. Chughtai (left) being awarded as the Course Designer and Instructor for a day-long Medical IT Workshop for Doctors)

Mr.Suhail Chughtai (MBBS, FRCS) is the Clinical Director of Medico-legal Professionals Ltd.

Mr. Chughtai is an Orthopaedic Surgeon with 15 years experience as a Consultant Orthopaedic Surgeon (regular and locum). He is also a Microsoft Certified professional with 10 years experience of instructing at Medical Computing Workshops.

Mr. Chughtai has practical senior level orthopaedic experience in the UK, Asia and the Middle East.

Medico-legal Professionals
"An eye for detail and clarity of mind"



We are able to provide high quality medical reports through our collaborative professionalism with all relevant service placed under one roof at our Romford Headquarters.

All services needed to create a good quality report and follow up the post-dispatch matters are placed under one roof at the Medico-legal Professionals headquarters.

The following departments are operational at our head office in Romford:

1. Appointments management
2. Medical records management
3. Medical IT management
4. Report processing
5. Support Services
6. Clinical services liaison
7. Accounts management
8. Report co-ordination and dispatch
9. Medical research

Appointments department

Staff members are experienced in communicating with claimants, the agencies and the solicitors. The staff members are using modern versatile software technology for setting up online and offline appointments, with a very up to date modern scheduling system being used.

The appointment letters are generated along with the maps of the clinic venues and contact numbers are provided. Notification to the agencies and the solicitors involved is emailed, along with the appointment pack being posted to the patient.

Currently 17 venues are available for examination of the claimants. The appointments are created within 24 hours of the receipt of the instruction letter.

The current waiting time for an appointment ranges from 1-4 weeks depending on the venue. Urgent appointments can be arranged under special circumstances. The examined claimants include children as well.

All the venues have access to disabled, which allows people using wheelchair to be able to reach and get examined.

Medical Records Management

The medical records received are digitalised and destroyed confidentially once the records reach in the respective electronic folders. The electronic folders are kept on a secure server and the confidentiality is maintained at all the times.

A special feature of our system is to incorporate the graphical element (hand illustrations, pictures, radiographs etc) into the medical reports as and when required.



The medical records department also includes managing the CD-ROMs of MRI/CT scans and X-Rays. The radiographic evidence is incorporated into the medical reports at appropriate places to highlight the injury and its effects for reference and clarity purposes. The department is lead by a suitably qualified medical records manager with experience in medical transcription and medical records management.

Medical Report Processing

The team consists of experienced report processors with suitable qualifications. The reports are processed via custom-developed software. Each report goes through a quality check at various levels before being dispatched.

The staff members operating this aspect of functionality are able to work 7-days a week as to ensure that the time lines set for the report dispatch are met.

From time to time, they are given training to update them with the developing requirements of the medical reports keeping them in line with the legislative changes addressing the contents of the medical reports.

Medical I.T. Department

The suitably qualified medical IT manager creates, manages and reviews the software needs which are developed to address the departmental needs. Currently Microsoft Word, Excel and Access are being used to create medical software applications so that the system collaboration between the report processors, medical record managers and appointment managers is fluent alongside the communication with outside parties including instructing solicitors, agencies and clinic venues.

Regular research into the methodology of improving report creation and associated administration is a prominent feature of the Medical IT team.

Support Services department

The support services like scanning, archiving medical records, managing the reception services, arranging the shredding of records, sorting the correspondence and presenting it for processing along with other similar tasks are handled by a separate team to off burden the responsibilities of other departments.

This team is to address the above issues to ensure a smooth operating of the above support services providing a seamless backup to the main services.

Other units

The company headquarter also is facilitated by staff members managing Clinical Facilities Liaison (Post-report Diagnostic and Rehabilitation), Accounts Management, Report Dispatch and Medical Research. Presence of the facility under the same roof enhances the mutual collaboration to assist a smooth operational flow of administration related to a High Quality Medical Report System.

Medico-legal Professionals
An eye for detail and clarity of mind

For further information, please visit www.mlprofessionals.co.uk

Medico-Legal Professionals – an Eye for Detail

To book an appointment or for general enquiries, please contact us on:

Main Switchboard: 0844 549 90 91

Direct lines to Secretaries: (01708) 206 116, 206 117, 728 159

Central Fax number: 0207 900 1686

Email: admin@mlprofessionals.co.uk

Web: www.mlprofessionals.co.uk

Postal / Head Office Address:

Medico-legal Professionals Ltd.
4th Floor, Morland House
12-16 Eastern Road
Romford, Essex
RM1 3PJ

- ✓ **Saving you Cost**
- ✓ **Saving you Time**
- ✓ **High quality reports**
- ✓ **Fast Dispatch**
- ✓ **Efficient post-report administration**

Current Locations:

- Cambridge
- Leicester
- Milton Keynes
- Luton
- Slough
- Central London
- Croydon
- Guildford
- Brighton
- Tunbridge Wells
- Dartford
- Chatham
- Romford
- Chelmsford
- Colchester
- Southampton



During June and July 2011, Netlaw Media will be conducting small group discussions presented by Dr. Suhail Chughtai in Reading, Birmingham, Crawley and Milton Keynes.

To register your attendance, contact Netlaw Media on:
Tel: 0203 176 4200 or email: enquiries@netlawmedia.com

For further information, please visit www.mlprofessionals.co.uk