

## **AvMA Clinical Negligence Panel Application Checklist**

You must submit the following:

1. Completed and signed declaration.
2. Application form completed (please ensure that your answers are correctly identified by both letter and number code).
3. The application fee of £450 plus VAT made payable to: AvMA.
4. Seven case reports using the forms provided (5 settled for damages, two discontinued). These must be cases that you have had conduct of throughout and which have been concluded within the last 18 months. These should include *at least*:
  - a. One successful case which went to trial or was prepared for trial
  - b. Four additional settled cases where damages have been obtained
  - c. Two discontinued cases with a copy of the relevant liability/causation report(s) and Counsel's opinion if appropriate[Two of the settled cases should be for damages in excess of £100,000]
5. In addition to the above, please provide at least one copy of a letter of instruction to a medical expert in a reasonably complicated case and if available, a letter of appeal to the Legal Services Commission.
6. Copies of any relevant client care information.

**Please return completed application and enclosures to:**

AvMA Clinical Negligence Panel Committee  
AvMA  
44 High Street  
Croydon  
Surrey CRO 1YB  
DX: 144267 Croydon 24

Tel: 020-8688 9555