**Registration for National Development Support**

Registration is the first step in exploring whether support from National Services Division (NSD) for national developments is a possibility. If your proposal is in relation to an existing nationally commissioned service or network, please speak to the relevant NSD commissioning team.

This document provides guidance on how to complete the online registration webform. Please ensure you have all the relevant information required for each question BEFORE you begin the online submission.

**There is no ‘save’ option so you will need to complete the online form in one session.**

* Online registration will be accepted up until the deadline of 28 February. Once received the registration will be triaged by NSD within 28 working days (or seven working days if received on 28 Feb) will be triaged by NSD and you will be advised of the outcome.
* Once submitted, you will receive confirmation of receipt by email.
* You will receive a unique reference number which you must take note of for future correspondence.
* If your registration is successful, you will be invited to complete an online application form which must be submitted and accompanied by evidence of support from your board by the 31 March for consideration in April.

Should you require assistance please contact nss.nsd-administration@nhs.scot

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| **1. Contact details** |
| **Name** (forename and surname) |  |
| **Role** |  |
| **Email** |  |
| **Organisation** (enter X in checkbox) |  |
| **Telephone** |  |
| **Department** |  |

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| **2. Name of Service/ Title** *Please provide a proposed name for the service)* |
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| **3. Short description of proposal***Please provide a brief description of proposal/need and condition/ service issue that has prompted the request for support from NSD*  |
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| **4. Number of affected patients** *(In Scotland & UK)* |
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| **5. Please provide a brief description of any current provision and why there is an issue/service gap that requires input from NSD.***Include description of potential benefits and impact in relation to patient experience, outcomes and wider NHS in Scotland* |
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| **6. Other relevant information***Please outline any other relevant information not covered by the above questions* |
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| **7. NSD contact***Have you spoken to anyone in NSD? If yes, please provide name* |
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