

ICA Handbook

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MEDICAL EMERGENCIES – DIAL 116

- this service is for use in an emergency and only when your own G.P. is not available
- when you have such an emergency, DIAL 116
- say clearly if you require a doctor or ambulance (preferably in Catalan/Spanish /French but if not, speak slowly in English)
- give the full and correct address and phone number FROM WHERE YOU ARE SPEAKING
- give the name of the injured/sick person
- STAY by the injured or sick until the medical team arrives

This is a full 24-hour service and in addition to a medical/ambulance service, you can have information on

- DUTY PHARMACY AND DUTY DENTIST

IMPORTANT TELEPHONE NUMBERS

Police	110
Fire Brigade	118

Medical Emergency Service plus Emergency Doctor	116
Mertixell Hospital	871 000
Red Cross Ambulance	825 225
Mobile	321 404
Services of Mountain Rescue	112

INTERESTING TELEPHONE NUMBERS
AT HOSPITAL SENYORA DE MERITXELL

Hospital Senyora de Meritxell	871000
Pathological Anatomy	871012
External Consultants	871100
Dialysis	871101
Management	871200
Pharmacy	871004
Outpatients	871005
Laboratory	871006
Radiology	871010
Rehabilitation	871009
Enquiry centre for Bone Marrow Donors	871006

PROFESSIONAL PROBLEM SOLVERS

- 1) **Try Maria Puente on 327 878 for preparation of documents:** Residencia, driving licence, car M.O.T etc.; **translating:** lawyers, Immigration; or **services:** cleaner, plumber etc. She provides the above on a commercial basis and has agreed to assist C.I.A. members. Apply to her direct for a full list of services.
- 2) **or Call Jane Acosta at Servissim (La Massana) on 738 800.** They offer similar services plus good insurance and car purchase deals. They will also keep clients spare keys, forward mail etc. on a commercial basis. Ask for their full list of services.

HELP AT HOME

1. You can get in touch with the **CENTRE DE SALUT** (Health Centre) in your parish who, in turn, will evaluate your situation and arrive at a solution. See other pages for a list of the Centres de Salut.

2. You can get in touch with the **P.A.D. (Programa Atencio Domiciliaria)**

Tel: 861 335 Sra. Montse Camps – located at Clinica Meritxell (The old hospital behind the current Meritxell hospital) who offer the following services for a fee.

- a) Cooking
- b) Cleaning
- c) Bathing
- d) Basic nursing care

They will evaluate your situation and decide what action to take. This service is for all whether you are covered by CASS or not. If you need it, they will provide it.

DOCTORS, DENTISTS, OPTICIANS,
THERAPISTS & PHARMACISTS
Where English is Spoken

ANDORRA LA VELLA

Doctors

Dr. Rodriquez Picart – **doctor**

Tel: 869455

Fax: 849457

Dra. Maria Bueno Grau – **gynaecologist**

Tel: 807700

Fax: 867965

Edifici Plaza

3^a Planta

Despatx num. 6

Pharmacies

Farmacia Les Tres Creus – Carrer Les Canals, 5

Tel: 820212 Fax: 865592

Ask for Martha or Roser – They both speak English

Dentists

Robert Font Saboya,

Tel: 862444

Baixada Del Moli

15-2-5 (2nd floor, door no. 5)

Nogali Ragot

Tel: 861700

Plaza Guillemo 6-2-1

Chiropractors

Herrenz Palono, José (**Limited English**) (**Speaks French**)

Tel: 861063

Carrer Ciutat Valls 26 1º, 1^a

Andorra La Vella

Hours: Monday – Friday –

3-8 p.m.

Mr. Philippe Premel
Tel: 862883
Av. Meritxell 116 3-2
Andorra la Vella
(Across the road from Hyper and around the corner from the Bombers)

Optician

Duro Optic
Tel: 823459
Fax: 823477
Plaça Rebes, 4

Ramon Porqueres
Centre Optic
Tel: 824299
Avda Riberguaya 19

Hairdresser on Wheels

Avda. Príncep Benlloch N°. 28
Andorra La Vella
Tel: Mobile: 337096
Tel: 864084 (p.m. only)
Lidia has her own car. She cuts hair for both sexes – also shaving, manicure, pedicure etc.

ESCALDES

Doctor/Acupuncture

Dr. Josep Aldosa
Tel: 867700

Pharmacy

Sra. Rosa Maria Beal (speaks English and is a member of the choir)
Farmacia Engordany
Av. Pessebre 24
Escaldes – Engordany
Tel: 821512

ST. JULIÀ DE LÒRIA

Doctor

Dra. Fiter Vilajoana, Meritxell
Tel: 841290
Carrer Dr Palau 44

LA MASSANA

Doctors

Dra. Verdager, Margarida (Masardo-Scherb)
Avda Sant Antoni 5-2a
Tel: 836556
Hours: 9.00 – 11.00; 5.00 – 7.00

Dr. Damia Casal Vaille
Tel: 838363
1/F1 Casa Danae, C/ Josep Rossell, (near the Hotel Rossell)
Hours: 10.00 – 1.00; 7.00 – 8.00

Physiotherapist

Patricia Font Saboya, (**Home visits**) & Victor Aran Pueyo
(husband)
Fax & Tel: 835050
Centre Casamanya
Avda Sant Antoni 46

Dentist

Dr. Robert Mummery
1/F1 Casa Nova Teixido,
Avda. St. Antoni
(next door to La Massana Hotel)
Tel: 837332 Mobile: 334997
Hours: Monday, Wednesday, Friday: 8.30 – 1.00
Tuesday, Thursday: 2.30 – 7.00

Pharmacies

Farmacia Genciana
Tel: 838166
Avda Sant Antoni
Hours: Monday – Saturday: 9.00 – 1.00, 4.00 – 8.00
Sunday 9.00 – 1.00
Sunday: 9.00 – 1.00

Hairdresser/Perruqueria –

Sra. Maria Roser Consul (speaks some English)
Home visits in case of invalids – both sexes
Cuts nails and hair
Tel: 836592

ORDINO

Doctor

Dra. Rosa Perez Serra
(Speaks French and a little English)
Tel: 836636
Cta General

Dentist

Ingles Castello, Joan Carles
Tel: 836092
Casa Blanca Nova

CENTRE DE SALUT COMUNAL
THE LOCAL HEALTH CENTRE

A Network of Dispensaries

The local health centres are a network of dispensaries located in the different centres of population and staffed by qualified nurses working to back up the doctors in each locality.

Extensive Opening Hours for Continued Care

Open every working weekday from 8.30 a.m. to 8.30 p.m.

Open on Saturdays, Sundays and holidays 9.00 a.m. to 11.00 a.m. and 6.00 p.m. to 7.00 p.m.

Outside opening hours the health centres have an answer-phone service.

Their Role

- Care of the sick or those with special needs.
- Information on preventive health care.
- Help with the prescriptions, dressings, tests and follow-up necessary for your health.

Health Education

- Prevention of illness and promotion of health.
- Programme mother and child.
- Child vaccination.
- Supervision of oxygen therapy at home.
- Care for the elderly.
- Care for women.
And, whenever necessary, care at home.

Benefiting from them

- Open to all.
- The health centre aims to serve its local community.
- Anyone may go, or ring up for an appointment.
- If getting there is impossible, you can request a home visit by telephone.

Payment

You pay only your share.

The health centres have an agreement with CASS whereby members do not have to advance the whole amount, but only need pay the percentage due to them.

Certain health care schemes promoted by the ministry of health are free.

Where to find a Health Centre

Nine centres throughout the country.

The network of health centres is constantly growing.

The ultimate objective is to provide nursing care in all the parishes and most densely populated areas.

At present there are altogether 9 centres, located in the different parishes.

S.A.A.S. Andorran Health Care Service.

CENTRE DE SALUT (HEALTH CENTRES) **IN ANDORRA**

1. ANDORRA LA VELLA

USER'S GUIDE TO MERITXELL HOSPITAL

The Hospital of Nostre Senyora de Meritxell wishes you a speedy recovery and is happy to put at your disposal all the services necessary to make your stay as pleasant as possible.

This is an explanation of how the hospital operates. Any doubts that are not answered in these pages may be solved by the staff. Do not hesitate to consult them. Any suggestions can be made to the 'Servei d'Atenció als Usuaris'. (*Service for the care of Patients.*)

(If arriving from the hospital car park, press the lift button marked '0'. You then walk along the terrace to the sliding glass doors for reception.)

INFORMATION AND RECOMMENDATIONS

Practical advice for patients and those that accompany them

ADMISSION

The personnel of the Admission Service are responsible for your reception. They will answer any questions and try to solve any problems you may have in relation to your hospital stay.

After providing your personal details you will be asked for some form of identification. If you are a member of CASS your CASS card will be needed.

On admission it is standard practice for the hospital to ask the patient for a deposit towards expenses, the amount being fixed by the Administration.

If you have any health insurance besides CASS you should inform the Admissions staff who will explain how the finances will be arranged. (*If you are on CASS you will pay 10% of your total hospital bill before you leave, plus the total cost of your telephone and TV bill.*)

There is a social worker in the Admissions Service who you can turn to if you need help.

It is recommended that an adult always accompanies a child being admitted. If this is not possible, please contact the Social Workers or else the 'Atenció a l'Usuari'.

Remember, the hospital has no responsibility for money or valuables not deposited in safe custody.

If you have false teeth, take good care of them. Their loss could give you serious problems.

MEDICAL INFORMATION

Medical information will be given to you by your consultant during his/her daily round.

Know the name of your doctor and the nurses who look after you.

For questions about your illness always ask your consultant to talk to your relatives.

YOUR ROOM

Your bed will be made daily and your room cleaned but we also need your help to keep the room tidy and in good condition. For this:

- Do not smoke or allow others to smoke in your room.
- Report any breakages or mechanical failures to the nurse.
- It is not recommended to have flowers or plants in the room. If you do have them (*nearly everyone does!*) they may be removed from your room at night.
- Please respect your neighbours' need for rest by avoiding loud noise.
- In order to make the best use of available facilities, when a patient has to be moved to intensive care or admitted temporarily to another centre, relatives must leave the patient's previous room if asked to do so by the Administrative Service.
- Your wardrobe can be locked. If you wish, you can ask Admission Services for a key.

PERSONAL BELONGINGS AND VALUABLES

You need to bring in pyjamas/night-dress, dressing gown, slippers and wash things.

The Administration is not responsible for valuables or money unless deposited at the Caixa Central (*Ask at the main reception*).

If you go down for an operation, remember to remove dentures and other valuables so as not to lose them.

MEALS AND MEDICINES

The times of patients' meals are:-

Breakfast: 8.30 a.m. – 9.00 a.m. Lunch: 12.30 a.m. – 1.00 p.m.

Tea: 4.00 p.m. – 4.15 p.m. Supper: 7.00 p.m. – 7.30 p.m.

Diets are chosen by your consultant and attended to by the dieticians. If on a normal diet, you will have a choice of menu.

Friends and relatives are asked not to bring food, drink or medicines to patients without consulting a nurse.

If you take any medication consult your doctor before continuing with the treatment. All medicines are free in hospital.

The public cafeteria is on the ground floor (Floor 0) and is open from 8.00 a.m. – 10.00 p.m.

Except in the cafeteria **smoking is prohibited** throughout the hospital.

TELEPHONE AND MAIL

If you want to be connected to a telephone ask on admission. (*You can get a special card to operate the television at the same time*).

Calls can be made and received until 9.00 p.m. each day. For further information about using your bedside telephone, ring '9'.

The telephone number of the hospital is **871 000**.

The central exchange will give you direct access to an outside line. They will also give you your own telephone number and a code for dialling outside the hospital.

For people ringing in from abroad, first access that country's international exchange, then dial **376** for Andorra, then the hospital number.

There are public telephones on each floor. (*Near the lifts*).

You pay your telephone bill, plus government tax, when you leave.

If you want letters posted please have them delivered to the Admissions Service.

VISITS

Mornings: None Afternoons: 4.00 p.m. – 9.00 p.m.
Festivals/weekends: 11.00 a.m. – 1.00 p.m. & 4.00 p.m. – 9.00 p.m.
(*Close relatives may visit at any time. Relatives/friends helping with nursing care – normal practice in Andorra and Spain – may sleep on the daybed overnight*).

If a relative or friend wants to sleep the night on the daybed please buy a ticket at the main desk before 8.00 p.m. (*To cover cost of bed linen.*) This charge (2,000 pts. at time of this publication) will not be refunded. If you are staying for more than one night you have to pay nightly – get the ticket from the admissions office.

VISITORS

In order to maintain peace during the night, visitors should not enter or leave the hospital after 9.00 p.m.

It is not recommended to have more than **2** visitors at a time, nor for children under 10 to visit except in special cases when an exception may be made.

Please pay attention to restricted access notices and do not use lifts meant for staff only.

Do not telephone after 9.00 p.m. Remember, silence helps patients to rest.

RELIGIOUS SERVICES

The hospital provides religious services.

Anyone who wishes to, can ask a nurse for a visit from the pastoral health worker.

Each week a Mass is celebrated in the chapel in the Clinica Verge de Meritxell (*behind the new hospital*). Ask a nurse for the times.

HAIRDRESSER

If you want your hair done call the appropriate number.

DISCHARGE

If, on the day of your discharge, you need help with packing or transport, tell the nurse.

Before leaving, look behind you to make sure you've left nothing behind.

If discharging yourself against medical advice, you must sign a voluntary discharge form which will exempt the hospital from all responsibility.

HELPLINE EQUIPMENT

Contact: Gaye Keep on 839070 or (preferably) by e mail on gckeeep@andorra.ad

For the Incapacitated:

Normal (folding) wheelchairs

Wheelchair with smaller wheels

Chair with commode.

Pairs of crutches (modern metal)

Slim portable Zimmer frame with two small wheels.

Zimmer frame with larger wheels.

Triangular zimmer frame

Raised plastic lavatory seats

Plastic bed-pans
Plastic urinal .
Backrest, aluminium
Book rest (for reading in bed)
Inflatable air mattress to relieve bed sores
Foot paddle (small white metal exerciser with two paddles to turn with the feet).
Abdominal brace (about 9 ins. wide, white).
Shoulder brace (beige fabric, modern, fits over one shoulder).

Baby items:

Travelling cot, complete in grey and green bag, with mattress; attached should be a small duvet, 2 white under sheets.
Pram, features a separate carry cot that attaches to a set of wheels. Includes a waterproof cover and two padded covers which zip together.
High chair with detachable padded liner. Has a fixed white tray in front and converts to a low chair.
Chicco high chair with pale blue plastic padding, comes with large detachable tray.
Lightweight folding stroller.
Car seats (various) complying with local traffic regulations.
Pale blue plastic booster seat (suitable for attaching to a kitchen chair to raise a child sufficiently to reach a table)
Changing table (on folding legs).
Plastic baby bath
Potty

EMBASSIES AND CONSULATES
IN ANDORRA, SPAIN AND FRANCE

AMERICAN CONSULATE GENERAL

Paseo Reina Elisenda de Montcada 3
08034 **Barcelona** – Spain
Tel: 00 34 93 280 2227
Fax: 00 34 93 280 6175

AUSTRALIAN EMBASSY

Plaza del Descubridor
Diego de Ordas 3-2
Edifici Santa Engracia
28003 **Madrid** – Spain
Tel: 00 34 91 353 6600
Fax: 00 34 91 353 6692

AUSTRALIAN HONORARY CONSUL

Plaza Gala Placidia 1 – 3 –1a
08006 Barcelona – Spain
Tel: 00 34 93 490 9013
Fax: 00 34 93 411 0904

BRITISH HONORARY CONSUL

Avda San Antoni 23 – 1a

La Massana – Andorra

Tel/Fax: 839840

Honorary Consul – Mr. Hugh Garner

BRITISH CONSULATE GENERAL

Paseo de Recoletos 7 – 4a

280004 **Madrid** – Spain

Tel: 00 34 91 308 5201/5300

BRITISH CONSULATE GENERAL

Edifici Torre de Barcelona

Avenida Diagonal 477-13^a

08036 – **Barcelona** – Spain

Tel: 00 34 93 366 6200

Fax: 00 34 93 366 6221

CANADIAN CONSULATE

Plaza de Catalunya 9-1-2a

08002 Barcelona – Spain

Tel: 00 34 93 412 7236

Fax: 00 34 93 317 0541

DANISH CONSULATE

Rambla Catalunya 33 3-1

08007 **Barcelona** – Spain

Tel: 00 34 93 48 0222

Fax: 00 34 93 487 6736

FRENCH CONSULATE

Carrer les Canals 38

Andorra La Vella – Andorra

Tel: 736730

Fax: 736731

**INFORMATION ABOUT THE THREE NURSING
HOMES AND DAY-CARE CENTRES FOR SENIOR
CITIZENS IN ANDORRA**

RESIDENCIA SOLA D'ENCLAR

Carrer Gill Torres – 11

Andorra La Vella

Tel: 824092

Tel: 824828

Fax: 861593

Administration:-

Sra. Estelle Font – Directora

Sr. Rodrigo Alberola – Administration

A government centre for people over 65, who, for a variety of reasons, can no longer remain in their own home.

Aims

To improve the quality of life of the elderly by preventing or postponing its deterioration and helping each person to participate and integrate in the daily life of the home.

Residència

1. Waiting list.
2. 100% full government owned. All applications go through a committee before approval.
3. Not a convalescent home – residents have to be ambulatory – if in a wheelchair, no problem.
4. Physician's certificate needed.
5. Social and financial situation – forms have to be completed by Social Worker at the Health Centre in the parish.
6. Certificate from the Comu, stating that the person is a resident of the parish.
7. Two photographs.
8. Costs (monthly) – deducted from persons' bank account.
9. All papers go to the Ministri de Salut. If person is chosen he/she will be notified.
10. Applicants should be over the age of 65.
11. Resident of Andorra.
12. In case of hardship the case will be assessed and application for the appropriate help will be made.

Services offered

- Nursing care
- Supervision of medication
- Chiropodist
- Assistance bathing
- Hairdresser and barber
- Dining room
- Religious services
- Communal relaxation areas
- Recreational and therapeutic activities (games – communication – conversation)
- Activities for maintaining personal ability (gymnasium)

- Leisure activities (outing, excursions, special occasions and taking part in Andorran social life)
- Occupational activities (gardening etc)

Day-care centre:

1. Hours are from 9.00 a.m. to 5.30 p.m. (These are the hours the Red Cross pick-up and return). Hoping in the year 2000 hours will be later. If family chooses to pick-up later, they should notify administration.
2. Prices
 - a) For stay of full day – includes three meals – TO COMPLETE a month.
 - b) For stay of full day – including breakfast and lunch, or lunch and snack – TO COMPLETE a month.
3. They will accept anyone for one or two days or one week. All you have to do is:-
 - a) A medical certificate from your doctor stating your general health, any problems and a list of all medications.
 - b) Have to be interviewed by the Director before being accepted.
 - c) Decide the days and hours of pick-up if needed by Red Cross.
 - d) Decide if meals are needed.
4. They do not have any beds for siesta, but have comfortable chairs/seats.
5. They provide all kinds of activities all day – recreational, occupational, physical. They have a games room, T.V., library, music and a garden.
6. There is full supervision all day.

CLINICA GERIÀTRICA ST. VICENC

C/ De Les Escoles

Santa Coloma

Tel: 867000

Fax: 868368

Administration

Srta. Eva or Srta. Sophie

The Centre

Andorra's first private hospital, created to provide all the answers at present available concerning health care for the elderly. Regrettably, old age has its effects and the time may come when the family can no longer cope. The Geriatric Clinic's professional, but eminently human team, aided by modern technology, will ensure that they remain in good hands.

Aims

As far as possible, to avoid long-term hospitalisation and rather to seek alternative solutions. Accordingly, the assessment (see below) enables them to decide on appropriate action in each case, taking the individual situation into account. The patient's evolution will then determine the logical and coherent course of action to be taken and unnecessary treatment is thus avoided. Thanks to the human element and to technology, the old folk are ensured of remaining in good hands.

Residència

1. Costs – TO COMPLETE per month. CASS covers 90%. If not on CASS to pay 100% full fee.
2. 100% full.
3. Waiting list.
4. Not a convalescent home.
5. Need doctor's certificate stating patients condition and the need for admission.
6. Has to be interviewed – complete forms regarding health coverage and financial situation.
7. If doctor recommends a stay for one/two weeks and there is a bed available, they will comply.
8. Single or double rooms available, all with bathroom and equipped with oxygen.
9. Lounge where patients can play games, or watch T.V. There is even a piano.
10. Visitors can take meals in the dining-room.
11. Chapel with regular religious services.
12. 2000 square metres of grounds.
13. Team of physiotherapists and nurses working in the well-equipped gym and pool. There is also a solarium.

Services offered

- A personalised diet and ensuing supervision is provided for each patient. All meals are carefully and hygienically prepared on the premises.

- The Clinic's own efficient laundry equipped with washing, drying and pressing machines means that items are ready in less than 48 hours.
- All visitors and outpatients may use the Clinic's own car park situated in the grounds.

Outpatients appointments

The Clinic has four consulting rooms where outpatients can be seen by specialist traumatologists, geriatricians and psychologists. Similarly, outpatients may have access to the physiotherapy unit, whether privately, as members of CASS or with private insurance.

Geriatric assessment

Thorough assessment is most important to determine the person's state of health. The aim is to detect risk-factors which point to the possible development of illnesses caused by the ageing process. The examination takes place during a short 1 or 2-day stay. The results will then determine the course of action to be taken. A geriatric assessment is the first examination to be received on admission, but, as for the other units, is also available to people who have not been admitted.

Day-care centre

1. Has to be referred by a physician, stating medical condition and medication taken.
2. Whether person is ambulatory or in a wheelchair, there is no problem.
3. If unable to feed self, staff will do so.
4. Whether paying privately or covered by CASS is no problem.
5. They pick-up and return the person. They do have their own transport and they also use the services of the Red Cross.
6. They provide three meals if necessary. Assistance in eating is provided.
7. There are three doctors that supervise the centre.
8. There is always supervision during the day.
9. All sorts of activities, therapies, games, T.V., garden to keep them active and busy.
10. There are beds and comfortable chairs if a siesta is needed.
11. Costs – TO COMPLETE per day including medication and meals.

RESIDENCIA CLARA RABASSA

Avda. Princep Benlloch No. 26-30

Andorra La Vella

Tel: 865955

Fax: 865585

Administration

1. Sra. Eva Riba Coma – Directora
2. Sra. Carme Santa Llúisa Farré – Coordinadora d’Atencio Social
3. Sra. Ana Gonzales – Assistencia Social – Social Worker

Call for appointment – Enquiries – weekdays 10.00 a.m. – 1.00 p.m./3.00 p.m. – 6.00 p.m.

The Home

Built by the Clara Rabassa Foundation with resources from the bequest made by Sra. Clara Rabassa i Torres, the home came into being to bring improved quality of life to the elderly, especially the lonely and those without family. It also seeks to give support to their families in time of need.

Residència

(Private)

1. Costs TO COMPLETE a month full board.
2. 100% full.
3. Waiting list. Person has to have a medical certificate stating reason for admission and other forms to be filled – financial and social information.
4. Has to be 65 years or older.
5. Resident of Andorra.
6. Able to pay monthly payments.
7. If doctor recommends a stay of one/two weeks and if a bed is available, they will comply.
8. In the event of hardship the applicant’s situation will be assessed and appropriate help applied for.

Services offered

- Long or short stay, holidays, rest cures.
- Accommodation in single rooms and double apartments, with bath.
- Individual attention.
- Carefully prepared menus with personal requirements in mind.
- Permanent contact with bedrooms by interphone.
- Activities and activity workshop.

- Assisted baths.
- Gymnastics and physiotherapy
- Supervision of medication.
- Chiropodist.
- Hairdresser.
- Laundry.

Day-care centre (full sharing of service for residents)

1. Has to be 65 years or older.
2. Referred by physician.
3. Has to be interviewed by staff.
4. Fill necessary forms.
5. Payments on a monthly basis. To sign papers for bank withdrawals.
6. Has to ambulatory and able to feed self, **but** if in a wheelchair, they can manage.
7. No pick-up service. Family or friends have to bring and pick up the person.
8. Meals are provided for a set price whether the person needs one, two or three meals.
9. Beds are not provided for siesta, although they have comfortable chairs.
10. There are various activities, therapies, T.V.
11. The centre prefers the person to come for a long term period so both can benefit, **but** if it's essential and necessary for the person to come for a day or two, they will oblige.
12. Hours of day care centre are 9.00 a.m. to 8.00 p.m.
make life a little easier for those in need of advice or comfort.

Driving in Andorra

In Case of Accident:

Complete the European Accident Statement, of which you should always have a copy in your car. It is a standard document in Europe which comes in many languages. For any accident in Andorra, involving people or vehicles, the parish police (urbans) must be notified straight away.

Highway Code:

You are required to have your driving licence (original) with you when driving.

Drivers and all passengers must wear seat belts at all times. Baby seats are required. Small children may not travel in the front passenger seat.

The use of mobile phones, whilst driving, is not allowed.

Alcohol: 0.5mg/l is the maximum allowed for drinking and driving. (Approx. 1 glass beer, 2 glasses wine) (0.2mg/l for professional or commercial drivers). A breathalyser reading above these limits carries the maximum fine of €900 and confiscation of the driving licence for six months. Refusal to be breathalysed results in a €300 fine.

There are heavy fines if caught owning or driving a car with a false bottom or lining (an anti- smuggling regulation).

If glasses are worn to drive then a spare pair is required to be kept in the car for Andorra, Spain and France.

Use of Warning Triangles:

Any Andorran-registered car must always carry at least one warning triangle. In case of breakdown on the road, the triangle should be placed 150m in front of the vehicle and/or 50-150m behind. The warning triangle may be of the folding type. When readied the three sides of the triangle should be of equal length. Outside measurements of each side should be 50cm plus/minus 5cms, with a reflective border all round and raised 5cms off the ground when in place. European Standard E1 27R 02 and E1 27R 03 followed by five digits refer.

Note that in Spain TWO warning triangles are required. Fines in Spain for non-compliance start at €300 for foreigners.

Driving Licence:

An Andorran registered car requires the driver to have an Andorran driving licence. Holders of European driving licences (other than UK driving licences) can usually exchange their national licences for an Andorran one, all others are required to undergo a simplified driving test. The easiest way to exchange a licence is to visit the Andorran AA. at 13 Babot Camp, Tel: 803400 (opposite Hyper supermarket in Andorra la Vella) who will deal with all the paperwork for you.

After Buying a car and to exchange Visitor "Matriculation" Plates:

The garage from where you bought the car will be able to arrange temporary "MT" plates for the vehicle. These are valid for one year and have to be renewed each year. The process for renewal is something like this:

1. Go to your insurance company to get a certificate of insurance for the new term;
2. Go to the AA to arrange for new licence plates, they will give you a piece of paper and the number for your new MT plates;

- 3 Go to the Govern offices on Prat de la Creu, main floor, and join the queue there. The Govern will stamp the piece of paper and will charge around €50 for the matriculation fee.
4. Return to the AA with the papers and collect the new licence plates for which they will charge around €40
5. Return to your insurance company and they will give you a new Green card;
- 6 Take the plates home and affix to your car.

You must take your passport with you and a foreign (non-Andorra) driving licence.

ITV - Car Inspections for Roadworthiness:

If your car is five years old the Govern's inspection is obligatory and will have to be repeated every two years until the car is ten years old when it must be tested every year. The inspection site is on the Os road in St. Julia and is open from 8.30am - 5.30pm on weekdays (From 13/6 - 11/9 open from 8.15am - 2.45pm).

You will receive a letter in the post asking you to phone a particular number to make an appointment for your test. You will need to produce an up-to-date green (insurance) card and a yellow (vehicle registration) card.