**ON LINE ACCESS APPLICATION REQUEST**

|  |  |
| --- | --- |
| Full name Date of birth | |
| Address  Postcode | |
| Email address | |
| Telephone number | Mobile number |

Enhanced Access allows me to request repeat prescriptions, view allergies and medication.

|  |  |
| --- | --- |
| I request enhanced access |  |

I further request access to my medical record(please tick all that apply):

|  |  |
| --- | --- |
| Laboratory Test Results |  |
| Documents |  |
| Immunisations |  |
| Problems |  |
| Consultations |  |

I wish to access my medical record online and understand and agree with each statement (tick)

|  |  |
| --- | --- |
| 1. I have read and understood the important information points at the end of this form |  |
| 2. I will be responsible for the security of the information that I see or download |  |
| 3. If I choose to share my information with anyone else, this is at my own risk |  |
| 4. If I suspect that my account has been accessed by someone without my  agreement, I will contact the practice as soon as possible |  |
| 5. If I see information in my record that is not about me or is inaccurate, I will  contact the practice as soon as possible |  |
| 6. If I think that I may come under pressure to give access to someone else  unwillingly I will contact the practice as soon as possible. |  |
| 7. I have provided two forms of ID. One MUST be photographic and the other proof of residence within the last 3 months in your name. |  |
|  |  |

|  |  |
| --- | --- |
| Signature | Date |

# For practice use only

|  |  |  |
| --- | --- | --- |
| Identity verified by (initials) | Date | Method  Photo ID and proof of residence  |
| Date account created | | |
| Date passphrase sent | | |
| Date scanned into record | | |

Online Access to Your Medical Records

What are the advantages?

* The practice believes that it is important for improved patient care and learning that you are involved in your healthcare as much as possible.
* If you are waiting for results you will see them as soon as they are added to your record and you will not have to ring the surgery.
* You can choose to share your records with those treating you anywhere in the NHS, and anywhere in the world. You may also wish to share your records with family members.
* You can look up your list of immunisations.
* Accessing your record on computer will help you to understand and make use of the information in your records and empower you to become more involved in your medical care.
* Access can lead to discussions with your health professionals and helps encourage a more open and honest relationship.

What are the risks for me?

* There may be something in your record that you do not want to be reminded about.
* Some terms may be difficult to understand as the notes are made by doctors and nurses for each other. There will be links to explanations to help you.
* Test results that are abnormal and are added to your record say, on a Friday, may worry you over the weekend if you cannot see the doctor or nurse to discuss them.

What about security?

* The information you view in the Medical Record Viewer comes from the clinical system at the GP practice with access having the same level of security as online banking. Nothing changes with the way your medical information is stored. Your information will remain under the control of your GP as it does now. And like online banking you control viewing by using your PIN and pass words. You will be responsible for keeping your log in details safe.
* Logging off or a power failure will clear all the information on your computer system.
* Always remember to log off the Medical Record Viewer when you have finished viewing your medical record.
* The practice needs to make sure that you cannot view third party information (information provided by someone else), which you do not have a legal right to see. It is very unlikely that your record contains such information, but the practice must put procedures in place to safeguard both you and third parties against this risk.

Important: If you do not want to register to use the Medical Record Viewer this will not affect your treatment or your relationship with your GP practice in any way: you can still use all the practice’s services exactly as before.