

# Sharing your health record

Did you know that you are in control of who has access to your health record? We want to help you understand what this means and help you to make a decision about sharing your health record.

Once you have read this leaflet, complete and return the attached form to let your GP know how you want your health record to be shared.



## What is my health record?

Your health (medical) record contains clinical information about the care you receive from any NHS service.

When you need medical help it is essential that any NHS service can securely access your health record. This allows them to have the necessary, complete information about your medical background to help them identify the best way to help you.

## Where is my health record stored?

Your health record is held by your GP Surgery on a secure computer system called TPP SystemOne. Your health record can be accessed by a range of NHS and associated care services across the country, but only if you give explicit consent for this to happen.

## What is explicit consent?

Explicit consent is when you agree, in writing, to enable your GP surgery to share your health record with other NHS and associated care services. For example hospitals, community nursing teams, nursing homes and some professionals within social care. However, each NHS and care service you use will ask your permission to view your health record as well. This means you are in control of who you allow to see your health record.

## Is my health record information secure?

Yes. There are safeguards in place to make sure only services you have allowed to view your records can do so.

You can also request information regarding who has accessed your information from both within and outside of your surgery.

## Do you share my anonymised data?

Whilst we never share identifiable data without your consent, we do share your anonymised data so that we can continually evaluate NHS services. For more information, see the Fair Processing Notice on your GP surgery's website.

## Who can access my health record?

You are in control of who has access to your health record and can choose from one of the following options on the next page.

## Yes – I consent to sharing my record

This means that any health and care professional outside of your GP Surgery is able to access your entire health record when deciding on the right care and treatment you need. Within this option, you can still ask your GP to mark specific consultations as Private, so that they are not seen by any other NHS service.

You can also consent to your GP Practice viewing your health record from other NHS services that care for you.

We recommend this option because it ensures that all of the professionals caring for you always have current and accurate information about your care available to them.

## No – I do not consent to record sharing – except in an emergency

This will prevent your health record information from being shared with other NHS services. This may have a detrimental effect on care you receive now and in the future. This can be overridden in an emergency if it is deemed to be in your best interest.

## No – I do not consent to record sharing even in an emergency

This will prevent your health record information being shared with other NHS and associated care services, even in an emergency. This may have a significant detrimental effect on care you receive now and in the future.

We suggest that you speak with your GP before proceeding with this option.

**You have the right to change your mind at any point – just let your GP know in writing.**

## What do I need to do now?

To ensure your health record is shared according to your requests, please read the information provided, complete the form and return to your GP Surgery so that your health record is updated with your decision.

## What is my Summary Care Record (SCR)?

Your SCR is separate from your Health Record and is created automatically. It contains key information including your contact details, NHS number, medications and allergies and can be viewed by GP Practices, hospitals and ambulance services. With your consent, additional information can be added to create an Enhanced Summary Care Record. This could include your care plans which will help ensure you receive the appropriate care in the future. Care professionals will ask for your permission to view your SCR. If you do not want an SCR, please ask your GP Practice for an opt out form.

For further information, please see: [www.nhs.uk/NHSEngland/thenhs/records](http://www.nhs.uk/NHSEngland/thenhs/records)



### Sharing my health record

Please complete this form and hand in to the receptionist.

Name:

Date of birth:

**1 Do you consent to your GP health record being made available to other NHS care services that care for you?**

Yes  
(recommended)

No, except in  
an emergency

Never

**2 Do you consent to your GP Practice viewing your health record from other services that care for you?**

Yes  
(recommended)

No, except in  
an emergency

Never

**3 Do you consent to having a Summary Care Record with Additional Information?**

Yes, information  
provided by GP

Yes, information  
as agreed by me

No

Signature:

Date: