

Sharing your NHS Patient Data

Help us to offer you coordinated and efficient treatment.

Years ago, GP surgeries kept patients' records on paper in cardboard files stored in the surgery office. These paper records were unwieldy, often very hard to read and very difficult to put in date order. Not only that, they took up a great deal of space. Today, of course, all patient records are stored on computers and are readily accessible, without taking up any physical space.

Confidentiality

Patients' records have always been kept absolutely confidential and that still applies today: Riverside and Tower House Practice will keep your patient records safe and confidential. However, now that all of our patient records are stored in computer files, you can give the Practice your consent to allow your records to be viewed by other NHS professionals, such as hospital consultants, staff in A&E departments, district nurses and so on.

It's your decision

You are free to decide not to share your records: it's up to you. However, you should be aware that opting out could in some circumstances hinder your care. To take a simple example, suppose you were admitted as an emergency case to your local A&E department. If the A&E staff could immediately look at your GP records they would probably be able to treat you more appropriately and quicker than if they couldn't look at your records. This could save valuable time in determining the best care for you.

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Bovey Tracey**

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Chudleigh**

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In some situations, allowing your records to be shared could be important if life-saving decisions have to be made.

If you do decide to share your records, then when you consult any NHS professional you will not have to try and remember all the various aspects of your health history that might be relevant—the NHS professional will be able to see your records on screen.

Confidentiality of shared records

If you permit your records to be shared, the NHS will increasingly be sharing key information from your GP medical notes with out-of-hours GP services, hospital A&E units, community hospitals, and community nurses, all of which may, at various times in your life, be looking after you. As time goes on, record sharing is likely to increase to further parts of the NHS not specifically mentioned here.

You can be certain that information sharing in the NHS is, and will remain, subject to rigorous regulation and governance to ensure that your full, identifiable and personal medical data is kept confidential, and only ever seen by carefully vetted doctors, practitioners, nurses and administrative staff responsible for overseeing your care.

Giving your consent

If after reading all about data sharing in this leaflet, you decide that you would like to opt in to allow your records to be shared, please fill in the form on the back of this leaflet and return it to Reception at your GP surgery. The same form allows you to choose to opt out if that's what you decide to do.

The NHS Summary Care Record (SCR)

This was introduced many years ago to help deliver better and safer care. It contains basic information about you:

- ❖ Allergies you might have
- ❖ Unexpected reactions to medications
- ❖ Prescriptions you have recently received

The intention of the *Summary Care Record* is to help clinicians in hospital A&E departments and GP out-of-hours health services to give you safe, timely and effective treatment. Clinicians are only allowed to access your *Summary Care Record* if they are authorised to do so, and even then, only if you give your express permission. You will be asked if healthcare staff can look at your *Summary Care Record* every time they need to, unless it is an emergency, for instance if you are unconscious. You can refuse if you think access is unnecessary.

Health professionals treating you may add summaries of your care and details about any health problems. Every time further information is added to your record, you will be asked if you agree to the addition.

Patients under 16 years have a *Summary Care Record* created for them so if you are the parent or guardian of a child then please either make the information in this leaflet available to them or decide and act on their behalf by filling in one of these leaflets for each under-16.

The Enhanced Data Sharing Model 'SystemOne' (eDSM)

The software used by the Riverside and Tower House Practice to store patient data is called 'SystemOne'. It is a very secure national system used by over 4800 NHS organisations, including GP out-of-hours services, children's services, community services and some hospitals. All the GP practices in the Newton Abbot locality use this system. If you consent, SystemOne allows your GP to share your record with other NHS health providers involved in your care, for example the local Community Nurses who may look after you when you leave hospital.

Allowing your health record stored in the "SystemOne" database to be shared will help the NHS to deliver better and safer care for you.

You decide if you would like your data 'shared out', 'shared in', or both, or not shared at all.

Sharing out

Sharing out controls whether information recorded at Riverside and Tower House GP practice can be shared out to other NHS health care providers.

If you are receiving care somewhere other than at Riverside or Tower House, for example at a hospital, you will be asked to decide whether or not to allow your records there to be shared out to other parts of the NHS, which would include Riverside and Tower House GP practice.

Sharing in

Sharing in determines whether or not Riverside and Tower House GP practice can view information in your records that has been recorded by other NHS services which are currently providing care for you or which may provide care for you in the future (provided that you have consented to having your health records shared out from the service or services concerned).

If you would like to have a copy of this leaflet in a different format to make it easier to read, please contact the Practice.

To the Riverside and Tower House GP Practice— Here are my choices about sharing my health records

As mentioned earlier, opting out of sharing your health records might put you at risk in certain situations such as an emergency admission to an A&E department. You are free to opt out, but you must sign to confirm that you are aware of such risks.

Summary Care Record (SCR)

Please tick only one of the three boxes in this section.

- Yes, I consent** to sharing only records of my medication, allergies and adverse reactions.
- Yes, I consent** to sharing of records of my medication, allergies and adverse reactions together with all additional information.
- No, I do not consent** to any sharing of my data recorded by my GP practice. I accept any risk resulting from my decision.

Enhanced Data Sharing Model 'SystemOne' (eDSM)

Sharing out

- Yes, I consent** to my GP records being shared with other parts of the NHS.
- No, I do not consent** to my GP records being shared with other parts of the NHS. I accept any risk resulting from my decision.

Sharing in

- Yes, I consent** to my GP practice being able to view data recorded by other parts of the NHS or care services.
- No, I do not consent** to my GP practice being able to view data recorded by other parts of the NHS or care services. I accept any risk resulting from my decision.

In certain circumstances, such as if you are unconscious or there is a court order, healthcare staff may look at your record without asking you. If they have to do this, a note will be made on your records. If information is shared without your permission, any sharing will be in accordance with the Data Protection Act 1998, the NHS Confidentiality Code of Practice and other national guidelines on best practice.

Usual Surgery <input type="checkbox"/> Riverside <input type="checkbox"/> Tower House	Your name (block capitals please) Date of birth (Day/Month/Year)	Signature Date of signing (Day/MonthYear)
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Please hand in this completed form to Reception. The Practice will add appropriate information into your medical records to ensure that your wishes about sharing your records are noted and acted upon.