

Date request received: Received by:.....

Access to Medical Records Request

Dear Patient

Thank you for your enquiry which I am pleased to address for you.

Patients will shortly be able to see much more of their medical records than they been able to up to this point via online services or the NHS App. As I am sure you will appreciate, a medical record contains highly sensitive, personal information, and even information about other people e.g., a patient's family members.

Nearly all information in a patient record is coded, which helps NHS staff to identify health trends both nationally and locally, and patients who might be e.g., at risk of certain conditions or complications. Healthcare professionals have to be mindful that some information they enter on a patient record might be distressing or confusing to patients, or even have the potential to cause harm.

There may be information in your medical records that you did not know was there or that you had forgotten about, such as an illness or an upsetting incident, If you see anything you did not know about that worries you, please speak to your surgery and they will discuss this with you.

All surgeries have been encouraged to run a report to identify patients who have certain codes on their records which may indicate there is sensitive information in that record. These codes are likely to relate to mental health conditions, safeguarding concerns or suggest that the patient may not have capacity to understand what is in their record.

Even if a patient does have a sensitive entry on their record, this does not automatically mean they cannot see that information. Rather it means that we health professionals need to take a closer look at the record, and where appropriate a discussion with the patient before granting the access.

If you would like to be able to read entries made in your GP records from 1st February 2023, then please complete the form below. Your notes will then need to be reviewed and in some cases a member of staff may need to speak to you before access can be granted. We will aim to review your notes within 60 days, but this may take longer depending on the number of requests received.

We will contact you by SMS (Text)/phone when the review of your notes is completed.

Name: Mobile / Phone:

I agree to be contacted by SMS(Text) / Phone: Yes / No

Signed: Print Name:.....

Please tick if you have been diagnosed with any of the following and provide a summary of the details:

- Autism or ADHD:**
- Cancer:**
- Eating disorder:**
- Learning Disability:**
- Mental Health (including Depression / Anxiety / Personality Disorder / Schizophrenia / Bipolar):**
.....
- Neurological disorder (including Dementia / Epilepsy / Brain injury / Brain cancer / Stroke):**
.....
- Safeguarding concerns:**
- Sleep Disorder (including Narcolepsy, Obstructive Sleep Apnoea):**
.....
- Substance or addiction disorder:**
- Trauma or stress related disorder:**