

Glenlyn Medical Centre – How Your Medical Information is Used

Summary Care Records

Please read the following information about your Summary Care Record. An opt-out form is attached. The information was downloaded from the NHS Choices website on 11th October 2016 – more extensive information is available on NHS Choices.

“If you are registered with a GP practice in England, you will have a Summary Care Record (SCR) unless you have chosen not to have one. Your SCR contains the following basic information:

- the medicines you are taking
- your allergies
- bad reactions you may have to certain medicines

It also includes your name, address, date of birth and unique NHS Number which helps to identify you correctly.

An SCR is used in a number of healthcare settings and will provide healthcare professionals with any information they wouldn't otherwise have. For example, when you're visiting an urgent care centre or being admitted to a hospital, staff could view your SCR and discover you are on a particular medication or have allergies. “

“Who can access or view my SCR?”

Only authorised healthcare professionals directly involved in your care can access your SCR. Your SCR will not be used for any other purposes. The person viewing your SCR:

- needs to have an NHS Smartcard with a chip and passcode
- will only see the information they need to do their job
- will have their details recorded every time they look at your record

In addition, the healthcare professional must seek your permission if they need to look at your SCR. If they cannot ask you because you are unconscious or otherwise unable to communicate, they may decide to look at your record because doing so is in your best interest. This access is recorded and checked by the Privacy Officer of the organisation to ensure it is appropriate. Find out more about information governance from NHS Digital.”

“Can I opt out of having a Summary Care Record?”

You can choose to opt out of having an SCR at any time. If you do opt out, you need to let your GP practice know by filling in an opt-out form (PDF, 245.9kb). If you are unsure whether you have already opted out, you should talk to the staff at your GP practice.

If you change your mind, simply ask your GP to create a new SCR for you. For more information about Summary Care Records, contact enquiries@nhsdigital.nhs.uk, phone 0300 303 5678 or visit NHS Digital's website.”



Your emergency care summary

CONFIDENTIAL

OPT-OUT FORM

Request for my clinical information to be withheld from the Summary Care Record

If you **DO NOT** want a Summary Care Record please fill out the form and send it to your GP practice

A. Please complete in BLOCK CAPITALS

Title Surname / Family name

Forename(s)

Address

Postcode..... Phone No..... Date of birth

NHS Number (if known)..... Signature

B. If you are filling out this form on behalf of another person or a child, their GP practice will consider this request. Please ensure you fill out their details in section A and your details in section B

Your name Your signature.....

Relationship to patient..... Date

What does it mean if I **DO NOT** have a Summary Care Record?

NHS healthcare staff caring for you may not be aware of your current medications, allergies you suffer from and any bad reactions to medicines you have had, in order to treat you safely in an emergency.

Your records will stay as they are now with information being shared by letter, email, fax or phone.

If you have any questions, or if you want to discuss your choices, please:
• phone the Summary Care Record Information Line on 0300 123 3020;
• contact your local Patient Advice Liaison Service (PALS); or
• contact your GP practice.

FOR NHS USE ONLY

Actioned by practice: yes/no

Date.....

Ref: 4705

NHS Digital

Please read the following information from NHS Digital (previously known as the Health and Social Care Information Centre) about other ways in which your health records may be used. An opt-out form is attached.

The following information was downloaded from <https://digital.nhs.uk/article/404/Your-personal-information-choices> on 11th October 2016.

NHS Digital “collect information from the records health and social care providers keep about the care and treatment they give. We collect from a wide range of providers across England ranging from [hospitals](#) to [general practices](#).”

We can only provide access to identifiable information if it will be used to promote health or support improvements in the delivery of care services in England or the government decides it's an emergency or in the public interest.

The care information we collect is used for purposes such as:

- working out what care services are needed where and when
- planning for health emergencies such as epidemics
- helping to improve medicines and treatments
- finding better ways to prevent illness and treat conditions
- calculating how much [general practitioners](#) and [other care providers](#) need to be paid

For details about how care records can help with research see the [National Institute for Health Research's](#) leaflet [Your health records save lives](#)

If you do not want your information to be used for any purpose beyond providing your care you can choose to opt-out. If you wish to do so, please inform your GP practice and they will mark your choice in your medical record. There are two types of opt-out. You can withdraw either opt-out at any time by informing your GP practice.

Type 1 opt-outs

If you do not want information that identifies you to be shared outside your GP practice, for purposes beyond your direct care you can register a type 1 opt-out with your GP practice. This prevents your personal confidential information from being used other than in particular circumstances required by law, such as a public health emergency like an outbreak of a pandemic disease.

Type 2 opt-outs

The HSCIC collects information from a range of places where people receive care, such as hospitals and community services. If you do not want your personal confidential information to be shared outside of the HSCIC for purposes other than for your direct care you can register a type 2 opt-out with your GP practice.”

Your personal information choices

PATIENT OPT-OUT FORM

If you DO NOT wish for your data to be shared please fill out the form and return to the reception desk at your GP Practice.

PATIENT DETAILS (Please complete in BLOCK CAPITALS)

Full Name:

Address:

..... Postcode:

Date of birth: NHS Number (if known):

Signature: Date:

If you are filling out this form on behalf of another person or a child, their GP Practice will consider this request. Please ensure that you fill out their details above and your details below.

Name: Relationship to person above

Signature: Date:

CONDITIONS FOR OPT-OUT

If you are unsure what boxes to tick please consult with your practice staff for advice.

1) If you wish to object to the sharing of your patient identifiable data.

Type of Objection	Tick
If you wish to object to information about you from leaving the general practice for purposes other than direct care (Type 1 objection)	
If you wish to object to any information about you from leaving NHS Digital (previously known as the Health and Social Care Information Centre or HSCIC) for purposes other than direct care (Type 2 objection)	

2) If you wish to withdraw your objection to the sharing of your patient identifiable data.

Type of Dissent Withdrawn	Tick
If you wish to withdraw dissent to information about you from leaving the general practice for purposes other than direct care (Type 1 objection)	
If you wish to withdraw dissent to any information about you from leaving the HSCIC for purposes other than direct care (Type 2 objection)	

FOR PRACTICE USE ONLY

Actioned by practice – Initials:

Date
