**SHARING YOUR MEDICAL INFORMATION**

**Background**

For a number of years, work has been ongoing to improve the way that medical records are made available to treating clinicians. From the 18th September our new computer system will be called SystmOne, which has the advantage of enabling information to be shared between certain health professionals, for example, the health visitors, chiropodists, some departments at local hospitals etc.

This new data sharing enables us, **with your consent**, to share your medical records with those in the NHS Nationally who are involved in your care. **As it has been designed to enhance patient care we will automatically ‘opt you in’ to both parts of the scheme.**

NHS staff can only access shared information if they are involved in your care and as it is an electronic service an audit log is maintained showing when and who has accessed medical records.

**The new data sharing system will only allow those treating you to access medical records. It does not enable your records to be used for research or other purposes.**

This helps clinicians to make decisions based upon a wider knowledge of you and also helps to reduce the number of times that you or your family members are asked the same question. **In short it assists clinicians to provide more ‘joined up care’.**

**If I agreed, who could see my records?**

The data sharing will allow clinicians treating you anywhere in the country, who have access to SystmOne and who also have authorised access via user name and password (or smartcard) to view and in some cases update your medical records. This includes Other GP Surgeries, Walk-In-Centres, many departments at local hospitals (including A&E), social care and community services, such as the District Nursing Team. It could also be in any part of the country. It is anticipated that over time more health services around the country will be able to benefit from the new data sharing model.

**Clinicians outside of your own surgery who wish to access your medical records will ask for your permission to do so.**

**Can I ‘opt out’ pick and choose who sees my record?**

Yes, you can. There are two levels of consent. The first is to agree to sharing your medical records OUT of the practice. This is your agreement that records maintained by your GP can be seen, **subject to your authority at the time**, by clinicians working outside of the surgery. The second is agreeing to share your records IN. This means that your GP can see the records made by other health professionals who have access to the sharing system.

However, as the treating clinician needs to ask your permission to see the records at the beginning of each period of care **you are in control of who can see your medical information**.

**As the data sharing has been designed to enhance patient care we will automatically ‘opt you in’ to both parts of the scheme.**

**If you prefer not to be, then please complete the return slip at the bottom of the page overleaf and return it to the surgery. Alternatively you can write to: Sarah Noble, Milton Abbas Surgery, Catherines Well, Milton Abbas, Blandford Forum, Dorset. DT11 0AT.**

**We do need written confirmation if you wish to opt out.**

**I can see the benefits of the other people treating me seeing my notes, but what if there is a matter that I want to stay just between me and my doctor?**

You can ask for any consultation to be marked as private, this means that viewing is restricted to the surgery, but allows the rest of the record to be viewed by whoever else is treating you. It is your responsibility to ask for a consultation to be marked as private.

**Haven’t I agreed/disagreed to do this before?**

To patients this new data sharing system may seem very similar to the Summary Care Record which went live some years ago. The Summary Care Record contains only a very small part of your record that is available to be seen by clinicians who might be treating you in A+E departments, Walk In Centres or if you register temporarily somewhere else within the UK.

**The Summary Care Record allows other NHS Services to see your current medications and the drugs that you are allergic or sensitive to. Your Summary Care Record can be enriched by your GP to include information that it is important to pass on in the case of an emergency.**

**Can I change my mind?**

Yes, you can always change your mind and amend who you consent to see your records. For instance you can decline to share your records out from the surgery, but if you built up a relationship with a clinician who was treating you elsewhere within the NHS and they asked, you could give your consent at that point for them to view your records. You will be referred back to us to change your preference, so the clinician treating you won’t be able to see your records instantly, but should be able to by the next time of your next appointment.

**If I decline—what happens in an emergency?**

In the event of a medical emergency, for instance if you were taken unconscious to A+E, and the clinician treating you feels it is important to be able to see your medical records he is able to override any consents set.

However, the doctor has to give a written reason for doing so. Where this happens an audit is undertaken by the local Caldicott Guardian (the person with overall responsibility for Data Protection compliance).

**Can anyone else see my medical records?**

On a daily basis, we get requests from Insurance Companies to either have copies of medical records or excerpts from patients’ medical records. This requires your signed consent as it has not been requested to treat/care for you.

Occasionally we are asked for information from the medical records for legal reasons, again this has to be done with your written consent, or in very exceptional circumstances, by court order.

**Any questions?**

If you have any questions, please speak to reception. If necessary the receptionist will arrange for someone to give you a call.

**Please remember the system has been designed to enhance patient care and to help clinicians in providing the best possible care they can, for you.**

**Name: ……………………………………………………….**

**Date of Birth: ……………………………………………………….**

**Signature ……………………………………………………….**

**SystmOne Sharing –**

I do not agree to the sharing of my information out of the surgery for the purposes of my care ☐ I do not agree to the sharing in of my information from other health organisations ☐