**Nuffield House Doctors Surgery**

**Online Services Patient Registration Form**

To apply for our online service please complete the form below and return it to the Surgery Reception *in person*, **along with a valid form of photo identification**, for example your passport, national identity card or photocard driving licence. Once your ID has been accepted, the Practice will send you the information that will enable you to access your online account and set a password. This may take up to 21 working days.

I wish to have access to the following online services (Please indicate which service):

1. Booking & Cancelling Appointment Yes / No
2. Requesting Repeat and Acute Prescriptions Yes / No
3. Allowing Completion of Questionnaires Yes / No
4. Accessing My Detailed Medical Record Yes / No
5. Allow viewing of summary record Yes / No

I wish to access my medical record online and understand and agree with each statement below:

1. I have read and understood the information leaflet provided by the Practice
2. I will be responsible for the security of the information that I see or download
3. If I choose to share my information with anyone else, this is at my own risk
4. If I suspect that my account has been accessed by someone else, this is at my risk
5. If I see information in my record that is not about me or is inaccurate, I will contact the Practice straight away.
6. If I think that I may come under pressure to give access to someone unwillingly, I will contact the Practice straight away.

Signature……………………………………………. Date…………………

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| **If you are requesting proxy access to act ON BEHALF of a Nuffield House patient, please complete the separate Patient Consent Form (available from Nuffield House Reception)** | | | | | | | | | | | | | | | | | | | | | | | |
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| **PATIENT DETAILS Please complete in black ink, in BLOCK CAPITALS** | | | | | | | | | | | | | | | | | | | | | | | |
| Patient Forename(s) |  |  |  |  | |  |  |  |  |  |  |  |  |  | |  |  | |  |  |  |  |  |
| Patient Surname |  |  |  |  | |  |  |  |  |  |  |  |  |  | |  |  | |  |  |  |  |  |
| Patient Date of Birth | D | D | / | M | | M | / | Y | Y | Y | Y |  | | | | | | | | | | | |
| Patient Address |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  | |  |  |  |  |  |
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|  |  |  |  | |  |  |  |  |  | Postcode | | | |  |  |  | |  |  |  |  |  |
| Patient Email Address |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  | |  |  |  |  |  |
|  |  |  |  | |  |  |  |  | For your security, if possible, please avoid using a shared or business email address | | | | | | | | | | | | | |
| Landline Phone Number |  |  |  |  | |  |  |  |  |  |  |  |  | | (No spaces) Tick last box to indicate your *preferred* contact number | | | | | | | | |
| Mobile Phone Number |  |  |  |  | |  |  |  |  |  |  |  |  | |
| Your confirmation for online services you will receive via your email address.  Indicate below if you DO NOT want to receive SMS messages via your mobile phone. | | | | | | | | | | | | | | | | | | | | | | | |
| I am happy to receive SMS messages | | | | | I do NOT want to receive SMS messages | | | | | | | | | | | | | *(Delete one)* | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |
| **Please SIGN AND DATE** | | | | | | | | | | | | | | | | | | | | | | | |

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| --- | --- | --- | --- | --- |
| **Staff use only** | | | | |
| Patient ID seen |  | Type of ID |  | |
| Enter on S1 Snoomed Code 736728004 |  | Staff name | Date | |
| Task Date Agreed & GP for Access to Detailed Medical Record | | | | D |

**About Online services**

We offer an online service for our patients, *SystmOnline*, enabling you to book your appointments (subject to availability), order your repeat prescriptions and access your clinical record at your convenience.

If you are a carer for a patient registered at Nuffield House Surgery or acting on their behalf (including parents) you may still apply for online access even if you are not registered at Nuffield House yourself. Please contact Reception to request a Patient Consent Form or contact us at [Nuffield.House@NHS.net](mailto:Nuffield.House@NHS.net) (this email address is for SystmOnline administration only and cannot deal with clinical or any other matters).

**Online appointment booking**

You have the flexibility to book and cancel your appointments from home, at work or any location with internet access\*. You do not need to queue at the Practice or wait on the telephone, and you can manage your appointments outside Practice opening hours. Not all appointments are available to book online.

**Request your Prescriptions online**

Request your authorised repeat and acute prescriptions online by logging into your account and simply ticking the appropriate boxes. You can review the progress of your prescriptions and any message that the Practice may have sent to you. Please allow 48hrs (excluding weekends & Bank Holidays for repeat prescriptions and 72 hours for acute requests).

**Request for access to my medical record on line**

*\* Not accessible from outside the UK*

To access the SystmOnline website, go to:

<https://systmonline.tpp-uk.com/Login?PracticeId=F81120>

or via our website, [www.nuffieldhouse.co.uk](http://www.nuffieldhouse.co.uk)

sdrive/policies-protocols/forms&letters/onlineregistrationform updated 05/23