Application form for access to the practice online services

Before you apply for online access to your record, there are some other things to consider.

Although the chances of any of these things happening are very small, you are asked that you have read and understood the following before you are given login details.

Things to consider

Forgotten history   There may be something you have forgotten about in your record that you might find upsetting
Abnormal results or bad news   If your GP has given you access to test results or letters, you may see something that you find upsetting. This may occur before you have spoken to your doctor or while the surgery is closed and you cannot contact them.
Choosing to share your information with someone   It's up to you whether or not you share your information with others – perhaps family members or carers. It's your choice, but also your responsibility to keep the information safe and secure.
Coercion   If you think you may be pressured into revealing details from your patient record to someone else against your will, it is best that you do not register for access at this time.
Misunderstood information   Your medical record is designed to be used by clinical professionals to ensure that you receive the best possible care. Some of the information within your medical record may be highly technical, written by specialists and not easily understood. If you require further clarification, please contact the surgery for a clearer explanation.
Information about someone else   If you spot something in the record that is not about you or notice any other errors, please log out of the system immediately and contact the practice as soon as possible.

More information

For more information about keeping your healthcare records safe and secure, we recommend that you read Protecting your GP Online Records https://www.england.nhs.uk/wp-content/uploads/2016/11/pat-guid-protecting-your-records.pdf and this helpful leaflet produced by the NHS in conjunction with the British Computer Society:
Keeping your online health and social care records safe and secure https://www.nhs.uk/NHSEngland/thenhs/records/healthrecords/Documents/PatientGuidanceBooklet.pdf

Aug 2022

Surname	Date of birth
First name	

Address	
	Postcode

Email address
Telephone number	Mobile number

I understand that my email address and/or mobile number may be used by the practice to contact you to provide health and care services. For example:-

- appointment reminders,
- health campaign messages
- messages relating to your own health and care e.g. test results
- surveys about our services

If you do not wish to be contacted by either of the following please tick:

Email ☐

Mobile ☐

I wish to have access to the following online services (please tick all that apply):

1. Booking appointments	☐
2. Requesting repeat prescriptions	☐
3. Sending secure messaging	☐
4. Access to detailed medical record	☐
5. Proxy Access to records for family members who I care for with separate login details	☐

I wish to access my online services and understand and agree with each statement (tick)	
1. I have read and understood the information 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 without my agreement, I will contact the practice as soon as possible	☐
5. If I see information in my record that is not about me or is inaccurate, I will contact the practice as soon as possible	☐
6. If I think that I may come under pressure to give access to someone else unwillingly I will contact the practice as soon as possible.	☐
7. If I see something in my records that I am unsure of and have not yet been contacted by the surgery, I will wait until usual opening times and not contact the out of hours or emergency services	

Signature	Date