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|  | **PATIENT CONSENT FORM**  **MEDICAL CARE – YOUR PERSONAL DATA** |

The new General Data Protection Regulations come into effect from 25 May 2018.

Most important to keep in mind is that MEDICAL CARE does not need ‘consent’ to keep and use patients’ details within medial shared agreements between clinicians and associated services.

What it does mean is that we cannot ‘market’ our services to our patients (or share personal data belonging to them with other third parties) unless we have their consent to do so.

Rowan Tree Practice aims to ensure the highest standard of medical care for our patients. To do this we keep records about you, your health and the care we have provided or plan to provide to you.

If you wish to request further information please contact Jillian Tallick, Practice Manager by:

Telephone: 01932 505205

Letter: Rowan Tree Practice, 22 Church Street, Weybridge, Surrey KT13 8DW

Email: [Jillian.tallick@nhs.net](mailto:Jillian.tallick@nhs.net)

As data controllers, GPs have fair processing responsibilities under the Data Protection Act 1998. This means ensuring that your personal confidential data (PCD) is handled in ways that are safe, transparent and what you would reasonably expect. The Health and Social Care Act 2012 changed the way that personal confidential data is processed. Therefore it is important that patients are made aware of, and understand these changes and that you have an opportunity to object if you so wish and that you know how to do so.

Health care professionals maintain records about your health and any treatment or care you have received within the NHS (e.g. NHS Hospital Trust, GP Surgery, Walk-in clinic, etc.). These records help to provide the best possible healthcare.

Rowan Tree Practice will always follow the strict rules of ‘data protection principles’ and will make sure any information is:

 Providing a basis for all health decisions made by care professionals with and for you

 Used for limited, specifically stated purposes

 Used in a way that is adequate, relevant and not excessive

 Used fairly, lawfully and accurately

 Kept no longer than is necessary

 Handled according to peoples data protection rights

 Kept safe and secure

 Not transferred outside the European Economic Area without adequate protection.

There is stronger legal protection for more sensitive information, such as:

 Ethnic grounds

 Political grounds

 Religious grounds

 Health

 Sexual health

 Criminal records

Patients have the right to: Rectification, Erasure, to object to processing, to restrict processing, the right to data portability – making it easier to move their information from one Data Controller to another.

NHS health records may be processed electronically, on paper or a mixture of both, and a combination of working practices and technology are used to ensure that your information is kept confidential and secure. Records held by this GP Practice may include the following information:

 Details about you, such as address and next of kin

 Contact the surgery has had with you, such as appointments, clinic visits, emergency appointments, etc.

 Notes and reports about your health

 Details about your treatment and care

 Results of investigations, such as laboratory tests, x-rays, etc.

 Relevant information from other health professionals, relatives or those who care for you

Rowan Tree Practice collects and holds data for the sole purpose of providing healthcare services to our patients and we will ensure that the information is kept confidential.

We can disclose personal information if:

(a) It is required by law

(b) You consent – either implicitly for the sake of your own care or explicitly for other purposes

(c) It is justified in the public interest

Some of this information will be held centrally and used for statistical purposes. Where we hold data centrally, we take strict measures to ensure that individual patients cannot be identified.

Under the powers of the Health and Social Care Act 2012 (HSCA) the Health and Social Care Board (HSCB) can request Personal Confidential Data (PCD) from GP Practices without seeking the patient’s consent. The RQIA for example allows information to be collected by the HSCB to ensure that the quality and safety of services is consistent across the country. Improvements in information technology are also making it possible for us to share data with other healthcare providers with the objective of providing you with better care.

Any patient can choose to withdraw their consent to their data being used in this way. When the Practice is about to participate in any new data-sharing scheme we will make patients aware by displaying prominent notices in the surgery and on our website at least four weeks before the scheme is due to start. We will also explain clearly what you have to do to ‘opt-out’ of each new scheme.

A patient can object to their personal information being shared with other health care providers but if this limits the treatment that you can receive then the doctor will explain this to you at the time.

* I agree to automatically OPT IN
* I have permission from third parties to provide their personal contact data where necessary: (carer contact details/POA)
* I would like to automatically OPT OUT

(This option may seriously delay your extended health needs. Please seek advice from our reception team if you need further clarification)

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| Patient Signature | Dated: |

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| Staff Signature | Dated: |