

Information Sharing Form

Summary Care Record

I agree to my Summary Care Record being shared with NHS emergency services.

Please tick: Agree (Opt **IN**) Disagree (Opt **OUT**)

Please record the following eDSM preferences on my medical record

Sharing Out - I agree to sharing out and allow other NHS healthcare professionals who are treating me to view my full medical records.

Please tick: Yes (Shared) No (Not Shared)

Sharing In - I agree to sharing in and allow other NHS healthcare professionals to share information with my GP.

Please tick: Yes (Shared) No (Not Shared)

Patient Name: _____

Date of Birth: _____

If you would like us to inform you when these preferences have been recorded on your medical record please indicate below your preferred method.

Inform me by letter By email: _____
please provide a valid email address

By text message: _____
please provide a valid mobile number

Patient Signature: _____

Date: _____

Once complete please return your form to your registered practice.
Do not fax or email this document.

Derby Road Health Centre
336 Derby Rd, Lenton, Nottingham NG7 2DW
Tel: 0115 8965 001 www.drhc.org.uk
ncccg.contact-drhc@nhs.net

Grange Farm Medical Centre
17a Tremayne Rd, Bilborough, Nottingham NG8 4HQ
Tel: 0115 8965 002 www.gfmc.org.uk
ncccg.contact-gfmc@nhs.net

Primary Care Services provided by NHS England

NHS England
PO BOX 16738
Redditch
B97 0PT

Tel: 0300 311 2233



Published May 2018

Your Medical Records and Information Sharing

A Patient's Guide to Summary Care Record and Electronic Data Sharing Model

**Derby Road Health Centre &
Grange Farm Medical Centre**

Introduction

The practice processes medical records and shares them with appropriate staff who are involved in providing direct care for individual patients. For more information on what data we process and how we comply with the General Data Protection Regulation (GDPR) (EU) 2016/679 please see our Privacy Notice by requesting a copy from reception or by visiting www.drhc.org.uk/info.aspx?p=2 or www.gfmc.org.uk/info.aspx?p=15

Our patient medical records are processed using a computer system called SystmOne. This system is used by NHS professionals in many GP surgeries, hospitals and community services (e.g. district nurses, physiotherapists) across England and Wales. It is secure and can **only be accessed by staff in the NHS** using secure log in details.

The ways your information is shared between medical professionals are the **Summary Care Record and the Electronic Data Sharing Model (eDSM)**.

We believe this sharing of information **improves the safety and quality of your care**. Better access to your information makes your care safer, quicker and more personal.

What is a Summary Care Record?

A Summary Care Record is a brief electronic (computerised) summary which contains information about the **medication** you take, **allergies** you suffer from and any **adverse reaction to medications** you may have.

This information **is shared with emergency services** such as A & E or the Out of Hours GP services so that they may treat you safely but does not give the emergency services full access to your medical records

The standard setting IS to Share (Opt IN).

What is the Electronic Data Sharing Model (eDSM)?

Patients now have a choice about how GP practices share their full electronic medical records. This means patients can choose who can see their information.

You therefore have two choices to make;

- 1) **SHARING OUT** - If you are 'sharing out' then you agree to have your full medical records **shared with other NHS healthcare professionals who are treating you**, e.g. district nurses, physiotherapist.

This will mean that healthcare staff supporting and providing care will be able to see and share up-to-date, accurate information about you to help them make decisions and to prevent mistakes.

The standard setting for your medical records WILL BE SHARED OUT.

Other healthcare professionals will only be able to see this information WITH YOUR EXPLICIT PERMISSION at the time of treatment.

- 2) **SHARING IN** - If you are 'sharing in' then you agree to **share medical information with your GP** from NHS healthcare professionals who are treating you outside of the surgery.

Involving your GP in your care outside of the surgery will ensure that your GP is kept up-to-date and that you maintain continuity of care.

The standard setting WILL BE SHARED IN so that your GP can view all the treatment you receive.

An example of Sharing-In and Sharing-Out

If you went to see a physiotherapist for treatment, based on the standard settings, your **GP WOULD SHARE OUT** your medical information/records to the physiotherapist, and the **physiotherapist WOULD SHARE IN** the treatment you received with the GP. In other words, the physiotherapist can look at your medical records, and your GP can look at the treatment given by the physiotherapist.

How do I change the standard settings?

If you do nothing, then the standard settings will be applied to your medical records. If you want to change these, then please complete the 'Record Sharing Form' overleaf and return the completed form back to the surgery.

Please be aware that if you choose to opt out of either or both of these data sharing arrangements, other services (e.g. A&E, Urgent Care Centre) will not be able to override this at the time of your attendance, only your GP practice can change the preferences regarding access to your GP record.

Once we have your completed form, we will notify you by letter, text or email that your preferences have been recorded on your medical records. You can change your preferences at any time and as often as you want.

For more information visit:

www.drhc.org.uk
www.gfmc.org.uk

