

Online Access to Records

You can access your GP Health Record on a computer or smartphone giving you several options to help manage your own care. You can do this through the NHS website/App or with an alternative provider of which there are now many.

Accessing your record online gives you options

- Viewing your consultations, documents, conditions, medications, allergies, immunisations & test results
- Ordering repeat medications
- Viewing and making appointments
- Sending & receiving messages directly with the Practice
- Accessing your Covid Pass

For more information on how to get started visit [you can visit the NHS website, www.nhs.uk/nhs-services/gps/using-online-services/](http://www.nhs.uk/nhs-services/gps/using-online-services/) and also our own website www.seftonparkmedicalcentre.nhs.uk

Understanding your online records

- Your records are written by trained healthcare staff using language and terminology that you may not understand when reading. You can find help with this at www.nhs.uk
- If it is considered to be in your best interest, the Practice has the right to disable online access to some or all of your health record.
- You may see your test results before your doctor has spoken to you about them. This can in some circumstances cause distress, please bear this in mind. We will always get in touch if we need to speak to you about a test result.
- If you find something you think is not correct, you can contact the Practice. Depending on the specific details we will take the appropriate action.
- If you believe someone else has gained access to your records or login details, contact the Practice immediately to block access and reset the login details

If you have questions about any of the above points, please talk to the Practice and they will be able to advise you further.

If you would like to sign up for access to online records, please complete the following form. Please be advised each person applying requires a different email address.

If you would like online access someone else's health record, such as your child (known as Proxy Access) there is a separate form for this, please ask for one at reception.

Application for Online Access to My Medical Record

Please be advised each person needs a different email address

Name:		Date of Birth:	
Email:			

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

1. Booking Appointments	
2. Requesting repeat prescriptions	
3. Accessing coded medical records, including test results, immunisations, medications & consultations	

I wish to access my medical record online and understand and agree with each statement (all required to be ticked to enable online access)

1. I have read and understood the information above/overleaf.	
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.	

Signature	Date
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FOR GP PRACTICE / OFFICE USE ONLY - ID checked

- Photo ID
- Proof of Address dated within last three months
- Vouched for with patient record details
- Vouched for by member of staff

Staff Name (PRINT): _____

Date: _____