 **How we use your medical records**

**Important information for patients**

* This practice handles medical records in-line with laws on data protection and confidentiality.
* We share medical records with those who are involved in providing you with care and treatment.
* In some circumstances we will also share medical records for medical research, for example to find out more about why people get ill.
* We share information when the law requires us to do so, for example, to prevent infectious diseases from spreading or to check the care being provided to you is safe.
* You have the right to be given a copy of your medical record.
* You have the right to object to your medical records being shared with those who provide you with care.
* You have the right to object to your information being used for medical research and to plan health services.
* You have the right to have any mistakes corrected and to complain to the Information Commissioner’s Office. Please see the practice privacy notice on the website [www.audleymills.co.uk](http://www.audleymills.co.uk)
* **GP Connect**

GP Connect allows authorised clinical staff to share and view GP practice clinical information and data between IT systems, quickly and efficiently.

It makes patient information available to all appropriate clinicians when and where they need it, leading to improvements in both care and outcomes. GP Connect can only be used to share patient information for direct care purposes, not for any other reasons such as planning or research.

From a privacy, confidentiality, and data protection perspective, GP Connect provides a method of secure information transfer and reduces the need to use less secure or less efficient methods of transferring information, such as email or telephone.

Examples of organisations that may wish to use GP connect to view GP patient records include:

* GP surgeries that patients are not registered at - for example, if they need to see a doctor when they are away from home.
* secondary care (hospitals) if they need to attend A&E or are having an operation.
* GP hubs/primary care networks (PCNs)/integrated care systems (ICSs), partnerships between healthcare providers and local authorities.
* local '[shared care](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.england.nhs.uk%2Fdigitaltechnology%2Fconnecteddigitalsystems%2Fhealth-and-care-data%2Fjoining-up-health-and-care-data%2F&data=05%7C01%7Csally.downs%40nhs.net%7C1892186d9d9e46d1804808dbbb48442a%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638309691271400222%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=G3aSflQjLqWs2UTaNy%2B9PqRTivhDkCZCsRacSjMrtlw%3D&reserved=0)' record systems.
* ambulance trusts, so paramedics can view GP patient records in an emergency.
* healthcare professionals such as community services.
* acute and emergency care service providers.
* NHS 111.
* Pharmacies.
* Optometrists.
* Dentistry.
* Mental health trusts.
* Hospices.
* Social care.
* Care and nursing homes.

All access to your GP patient record is stored within an audit trail at your GP practice and within the organisation that information has been shared with. If patients wish for more information about how their data has been shared using GP Connect, they may need to contact both organisations.

Further information on GP Connect can be found on the following link:

[https://digital.nhs.uk/services/gp-connect](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdigital.nhs.uk%2Fservices%2Fgp-connect&data=05%7C01%7Csally.downs%40nhs.net%7C1892186d9d9e46d1804808dbbb48442a%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638309691271400222%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=DThgFXwt%2FFeUCTc5RCIj7pUBVIJOhEjiG%2FU34Ssqza0%3D&reserved=0)

**Type of Information Used**

Different types of commissioning data are legally allowed to be used by different organisations within, or contracted to, the NHS. Information used by the ICS Partners include:

* Patient details
* Summary
* Notes
* Allergies & adverse reactions; Clinical terms; Encounters; Immunisations; Medication; Observations; Problems; Referrals
* Access Record: provides access to 'sections' of a patient record in a structured format.

**Legal basis**

The legal basis for sharing personal data is the delivery of direct care, supported by:

Article 6 (1) (e) – processing is necessary for the performance of a task in the public interest or in the exercise of official authority vested in the controller

and Article 9 (2) (h) – processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems

**Confidentiality**

Confidentiality and trust are essential to the relationship between GPs and their patients.

The information a patient provides to their GP is confidential, and they can expect that any information that is shared for their direct care will remain confidential.

GP Connect relies on 'implied consent'.

Explicit consent is not required when information is shared for a direct care purpose. If a patient does not want their information to be shared using GP Connect, they can opt out.

The NDSA and its terms and conditions stipulate that any information received or accessed about a patient for direct care purposes must remain confidential.

In addition to the NDSA, health and social care professionals are also subject to their own professional codes of confidentiality and are aware that any information received via GP Connect is provided in confidence, which must be respected.

Organisations using GP Connect are notified of their duty as 'controllers' to be fair and transparent about their processing of their patients’ information and to ensure that their transparency notices are fully updated with how they may be using GP Connect functionality.

**Opting out of GP Connect**

If patients do not wish their information to be shared using GP Connect, they can opt out by contacting their GP practice.

**National Data Opt-out**

The National Data Opt-out is a service that allows patients to opt out of their confidential patient information being used for research and planning.

The National Data Opt-out only applies to any disclosure of data for purposes beyond direct care, so having National Data Opt-out will not prevent your GP patient record being shared via GP Connect

* For more information ask at reception for a leaflet OR visit our website [www.audleymills.co.uk](http://www.audleymills.co.uk)