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Dear Patient

Sharing your medical records to support your care

As your GP practice, we want you to receive the best, most appropriate care. Sharing your medical records with other professionals who care for you will help us to do that.

GP Practices in the South Eastern Hampshire area use the same IT system to store patient information. This means that, with your consent, your full medical record can be shared with GPs working within the GP extended access service or the same day access service.

It is your decision whether your information can be shared with other services, and you can change your mind at any time simply by informing the practice.

- **Yes I would like my information to be shared.** You do not need to do anything, and your record will be available to be viewed by other services involved in your care. Staff will ask your permission before they look at your record for the first time, unless in exceptional circumstances such as a medical emergency, or where the law requires it.
- **No I do not want my information to be shared.** Please complete the attached Data Sharing form which explains data sharing in more detail and return it to the practice. We will then amend your record as required.

If you do nothing we will assume that you are content for your GP record to be available to view by others as part of providing care to you. If you are the parent or guardian of a child under 16 and feel that they are old enough to understand, then you should make this information available to them.

If you are acting on behalf of other adults please provide details of your ability to make decisions on their behalf.

Please contact the practice within a month of receipt of this letter if you do not want some, or all, of your information to be shared. There is more information available if you require further detail, this can be found on our website. Alternatively, ask your GP/nurse if you wish to discuss this further.

Yours sincerely,

The Horndean Surgery