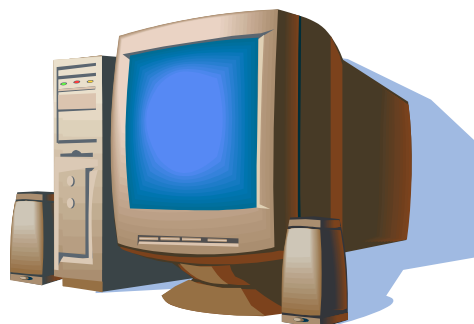


## **General Data Protection Register – PATIENT INFORMATION (GDPR)**



We need to hold personal information about you on our Computer system and in paper records to help us to look after your health needs, and your doctor is responsible for their accuracy and safe-keeping. Please help to keep your record up to date by informing us of any changes to your circumstances.

Doctors and staff in the practice have access to your medical records to enable them to do their jobs. Your information will be shared with others involved in your care if it is necessary, for example if you are referred by the GP to a hospital or community service. Anyone with access to your record is properly trained in confidentiality issues and is governed by both a legal and contractual duty to keep your details private.

All information about you is held securely and appropriate safeguards are in place to prevent accidental loss.

In some circumstances we may be required by law to release your details to statutory or other official bodies, for example if a court order is presented, or in the case of public health issues. In other circumstances you may be required to give written consent before information is released – such as for medical reports for insurance, solicitors etc.

We use your records to help us to provide you with proper healthcare and advice. We also need records to plan and manage the NHS itself in order to provide proper accounting for the public money we spend and to have the right resources in place.

We also use medical records in research to help find cures and treatments for illnesses. This helps us and other research bodies better understand diseases and determine which treatments work best under certain circumstances.

When we use this information we make sure that , wherever possible we do not use personal details such as your name and address in order to protect your confidentiality.

When releasing information to researches , we give them only the minimum data necessary and all their research is carefully vetted.

To ensure your privacy, we will not disclose information over the telephone or fax unless we are sure that we are talking to you. Information will not be disclosed to family, friends, or spouses unless we have prior written consent, and we do not leave messages with others.

You have a right to see your records if you wish. Please ask at reception if you would like further details.