

**New Contact Details for Silton Surgery, Silton, Gillingham, Dorset SP8 5DF  
EVERY ADULT IN THE FAMILY SHOULD COMPLETE A FORM**



Details	Previous Details	New Details
First Name		
Surname		
Date of Birth		
Address		
Telephone	Home: Mobile: Work: Other:	
Email Address		

Other Details	
Pharmacy	I would like to collect my prescriptions from:
Family Members (Children)	Please include date of births
Next of Kin	Full Name: <span style="float: right;">Contact details:</span> Relationship to patient:
Carer	Details:
Communication Needs	E.g. Language, interpreter, hearing or visual problems

Text/SMS & Emails
<p>You may receive information by letter and phone, however <b>you must consent</b> to receive information by text/SMS or email. These details will never be provided to third parties. The information sent may be about appointments, results, referrals, messages about your specific health needs (e.g. a flu vaccination reminder or a diabetic management plan) and general health information and updates that could benefit you. The responsibility for attending and cancelling appointments, collecting prescriptions and obtaining results still rests with you though. It is also your responsibility to ensure that you have the appropriate security settings on your phone, tablet and/or computer to maintain the privacy of the message.</p> <p>I consent to be contacted by Silton Surgery by text <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>I consent to be contacted by Silton Surgery by email <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>

Signature
The information recorded above is accurate to the best of my knowledge & I take full responsibility to inform Silton Surgery if my contact details change in the future.

Signature:

Date:

## Sharing Your Health Record

### Your Health Record

Do you consent to your GP Practice sharing your health record with other organisations who care for you?

- Yes (*recommended option*)  
 No, never

Do you consent to your GP Practice viewing your health record from other organisations that care for you?

- Yes (*recommended option*)  
 No

### Your Summary Care Record (SCR)

Do you consent to having an Enhanced Summary Care Record with Additional Information?

- Yes (*recommended option*)  
 No

### Signature

Signature	<input type="checkbox"/> Signed on behalf of patient
Full Name + DOB	
Date	

# Sharing Your Health Record

## What is your health record?

Your health record contains all the clinical information about the care you receive. When you need medical assistance it is essential that clinicians can securely access your health record. This allows them to have the necessary information about your medical background to help them identify the best way to help you. This information may include your medical history, medications and allergies.

## Why is sharing important?

Health records about you can be held in various places, including your GP practice and any hospital where you have had treatment. Sharing your health record will ensure you receive the best possible care and treatment wherever you are and whenever you need it. Choosing not to share your health record could have an impact on the future care and treatment you receive. Below are some examples of how sharing your health record can benefit you:

- Sharing your contact details This will ensure you receive any medical appointments without delay
- Sharing your medical history This will ensure emergency services accurately assess you if needed
- Sharing your medication list This will ensure that you receive the most appropriate medication
- Sharing your allergies This will prevent you being given something to which you are allergic
- Sharing your test results This will prevent further unnecessary tests being required

## Is my health record secure?

Yes. There are safeguards in place to make sure only organisations you have authorised to view your records can do so. You can also request information regarding who has accessed your information from both within and outside of your surgery.

## Can I decide who I share my health record with?

Yes. You decide who has access to your health record. For your health record to be shared between organisations that provide care to you, your consent must be gained.

## Can I change my mind?

Yes. You can change your mind at any time about sharing your health record, please just let us know.

## Can someone else consent on my behalf?

If you do not have capacity to consent and have a Lasting Power of Attorney, they may consent on your behalf. If you do not have a Lasting Power of Attorney, then a decision in best interests can be made by those caring for you.

## What about parental responsibility?

If you have parental responsibility and your child is not able to make an informed decision for themselves, then you can make a decision about information sharing on behalf of your child. If your child is competent then this must be their decision.

## What is your Summary Care Record?

Your Summary Care Record contains basic information including your contact details, NHS number, medications and allergies. This can be viewed by GP practices, Hospitals and the Emergency Services. If you do not want a Summary Care Record, please ask your GP practice for the appropriate opt out form. With your consent, additional information can be added to create an Enhanced Summary Care Record. This could include your care plans which will help ensure that you receive the appropriate care in the future.

## How is my personal information protected?

<Organisation Details> will always protect your personal information. For further information about this, please see our Privacy Notice on our website or please speak to a member of our team

For further information about your health records, please see: [www.nhs.uk/NHSEngland/thenhs/records](http://www.nhs.uk/NHSEngland/thenhs/records)

For further information about how the NHS uses your data for research & planning and to opt-out, please see: [www.nhs.uk/your-nhs-data-matters](http://www.nhs.uk/your-nhs-data-matters)