

Church Surgery, Aberystwyth

PATIENT INFORMATION LEAFLET SHARING YOUR INFORMATION

Wherever your personal information is held, whether on paper or computer, it is maintained in accordance with the Data Protection Act and Access to Medical Records legislation. How your information is used is controlled by law and strict rules are in place to protect your privacy. All staff are legally bound by the same rules of confidentiality as doctors and nurses. To support your treatment and care, identifiable information about you is shared with others (on a need-to-know basis) for example in:

- providing further medical treatment e.g. hospitals, GPs with special interest, community nurses, other health care professionals
- accessing additional services e.g. Social Services
- informing others where we have a legal obligation to do so e.g. child protection matters

With the development of information technology the NHS will increasingly be sharing key information from your GP medical notes with other GP practices, Out of Hours GP Services, Hospital A&E Units, Community Hospitals, and Community Nurses, all of whom may at various times in your life be looking after you.

Sharing information can improve the quality and safety of care you receive and is in some cases vital to inform life-saving decisions about your treatment.

We ask you please to read the information on this document carefully. If you are happy with the NHS data sharing arrangements you do not need to do anything. However, if you wish to “opt out” of one or more aspects of the sharing arrangements please complete the enclosed form and return it to us.

There are currently two different methods of sharing NHS patient information:

- The Welsh GP Record
- Vision 360

These both enable continuity and safety in your personal care.

Please note each is a completely separate entity. Opting out of one will not automatically exclude you from another.

The Welsh GP Record

The Welsh GP Record contains a summary of important information from your full GP medical record:

- Your name, address and contact details
- Current medication and medication you have been prescribed in the last two years
- Allergies or any adverse reactions
- Current problems or diagnosis
- Results of any recent tests you have had in the previous year, for example, blood tests and x-rays

It does not include any private discussions you may have had with your GP. It is intended to be available for clinicians in A&E Departments and 'Out of Hours' services to help them provide safe and effective treatment. You have a choice about having your information shared in this way; if you do not wish information about you to be shared please let us know.

Health Professionals may access your Welsh GP Record only if they are authorised to do so. Strict controls are in place to keep your information safe. Only the people caring for you will be able to look at your Welsh GP Record and they must ask your permission first. A record will be kept each time your information is looked at and checks will be made to make sure no one is looking at your record when they shouldn't be.

If you are unconscious, NHS Wales' staff may look at your Welsh GP Record without your permission. This is so they can give you the best possible care. Any decision to look at your Welsh GP Record when you are not able to give your permission will be recorded with an explanation of why the decision was taken.

Vision 360 Computer System

The computer database and software we use to store your electronic health record in the GP surgery is called "Vision". It is a secure clinical system used by many GP practices across the UK.

The seven GP Practices in North Ceredigion have formed Cambrian Primary Care to support joint working. They all use the same clinical computer system and are:

- Borth Surgery
- Church Surgery
- Llanilar Health Centre
- Padarn Surgery
- Tanyfron Surgery
- Tregaron Surgery
- Ystwyth Medical group

From 12th June they will be using a system called Vision 360 to allow staff who are treating patients from more than one surgery to be able to access your clinical record wherever they are based in North Ceredigion. The staff in your own surgery will also be able to make you an appointment to see a health care professional working in a different surgery using Vision 360. The record of the treatment you have received outside of your own GP surgery, either in the community or in one of the other six surgeries will then be available in your clinical record in your own GP surgery for the clinical staff to see.

Allowing your GP to share your record via Vision 360 helps those involved in your healthcare to deliver better and safer care for you.

Patients can choose to decline to share their electronic record. If you do not wish information about you to be shared please let us know and we will give you an opt-out form to sign and code your records appropriately so that your information is not shared.